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## **U.S. Military Participation in World War II**



### **P a r t I**

## **Policy, Planning, Administration**

COMPILED BY TIMOTHY P. MULLIGAN





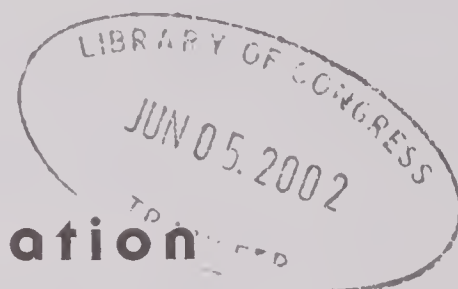


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## PREFACE

The public's ability to assert a personal right, evaluate a federal activity or trace a national historical development is important, especially from a time of national crisis. Such is the focus of this *Guide to Records Relating to U.S. Military Participation in World War II*. The guide is part of a program that helps people inspect for themselves the records of what government has done by making it easier to locate and use essential documentary evidence.

The descriptive program of the National Archives and Records Administration (NARA) comprises a variety of information products. These include inventories, lists, guides, and reference information papers that, increasingly, are being made available to researchers in electronic as well as paper-based formats. Information products of particular interest to users of this guide include: *World War II on Film: A Catalog of Select Motion Pictures in the National Archives* (1994); *Audiovisual Records in the National Archives of the United States Relating to World War II* (Reference Information Paper 70, Revised 1992); *World War II Records in the Cartographic and Architectural Branch of the National Archives* (Reference Information Paper 79, 1992); *Records Relating to Personal Participation in World War II: "The American Soldier" Surveys* (Reference Information Paper 78 (1991); *Records Relating to Personal Participation in World War II: American Prisoners of War and Civilian Internees* (Reference Information Paper 80, 1992); and *Records Relating to Personal Participation in World War II: American Military Casualties and Burials* (Reference Information Paper 82, 1993). A comprehensive source of information about the archival holdings of NARA is the *Guide to Federal Records in the National Archives of the United States*. The text of this guide and many other NARA information products can be browsed electronically by accessing NARA's Web site at <http://www.nara.gov>.

NARA's mission is to ensure ready access to the essential evidence that documents the rights of American citizens, the actions of federal officials, and the national experience. We hope that all of our information products will help citizens to more easily use the resources held in trust for them, and we welcome suggestions for ways to enhance our services.

John W. Carlin  
Archivist of the United States





# INTRODUCTION

The purpose of this guide is to assist the researcher in locating within the National Archives of the United States those records that document American military (including naval) participation in World War II. These include records of combined Allied staffs and organizations; U.S. Army and Navy administrative and operational headquarters, logistical and technical services, and field commands (including Army Air Forces headquarters and commands); and some civilian agencies involved in war production, scientific research and development, and intelligence collection and evaluation. Although these materials emphasize the period December 1941-September 1945, extensive documentation of the interwar and pre-Pearl Harbor period is also included. The guide also identifies, where such information is available, pertinent Federal records still in agency custody, and locations of other closely related materials (for example, personal papers of key figures). The guide is not, however, a comprehensive listing of every document bearing on the subject.

The National Archives comprises permanently valuable records of the Federal Government. They are housed in facilities in the Washington, DC, area, in 12 regional Federal archives, and in Presidential libraries. Most of the records described in this guide are scheduled for transfer to the National Archives at College Park, MD, by 1996.

This guide supplements the two-volume guide published by the National Archives in 1950: *Federal Records of World War II*, especially *Volume II: Military Agencies*. The latter's administrative histories remain the most comprehensive, although those provided here reflect the most recently available information. Where *Federal Records of World War II* emphasized the functions and activities of specific agencies and subordinate offices to describe records created during the war, this guide focuses on the permanently valuable records that have been trans-

ferred to the National Archives. The total volume of material described amounts to approximately 200,000 cubic feet.

The archives are administered by the National Archives and Records Administration (NARA), which assigns each document to a numerical record group (RG), NARA's basic unit of arrangement. A record group most frequently consists of the records of a single agency, such as the U.S. Joint Chiefs of Staff, RG 218. The records of the head of an executive department and units with departmentwide responsibilities may be assigned to a general record group, such as the General Records of the Department of the Navy, RG 80, or Records of the Office of the Secretary of War, RG 107. Records of a number of agencies are sometimes brought together on the basis of similar function or other relationship. Examples of such collective record groups are Records of Allied Operational and Occupation Headquarters, RG 331, and Records of United States Army Commands, 1942- , RG 338. Records collected by an agency, rather than created in the course of business, form another type of record group, such as the National Archives Collection of Seized Enemy Records, 1942- , RG 242.

Because archivists sometimes adjust the boundaries of record groups to facilitate administration of records, record group allocations may change. This guide describes records in approximately 60 of the more than 500 record groups in NARA custody.

NARA endeavors to keep records in the order in which they were maintained by the creating agency, in the belief that this best preserves their integrity and interrelationships. The agency filing systems were designed for administrative purposes and not for the benefit of future researchers. This guide seeks to assist subject-oriented researchers in understanding the complexities of the recordkeeping systems and in



locating relevant material among the vast quantities of records.

The information is organized in parts that comprise topical chapters reflecting aspects of the U.S. wartime effort. Part 1 includes chapters I (Central Planning and Strategy), II (Administering the Defense Establishment), and III (Mobilization and Training). Pertinent segments of a record group are described together within a chapter. Most record groups are described in their entirety in a single chapter, but there are notable exceptions. For example, chapter I includes subsections that describe wartime records of the War Department's Chief of Staff, War Plans Division, Operations and Plans Division, and Civil Affairs Division, all of which are located among the Records of War Department General and Special Staffs, RG 165. Other records in RG 165 are described in chapters II and III in part 1 as well as in chapters V (Guarding the Home Base), VII (Scientific and Technological Development), VIII (Intelligence), X (War in the Air), XI (Ground War in Europe) and XIII (Ground War in Asiatic/Pacific Theaters) in subsequent parts of the guide.

Within each chapter, record groups are arranged according to hierarchy of authority. Thus the records of combined (Allied) and joint (Army-Navy) organizations and headquarters take precedence over War or Navy Department records, records of the Secretary of War precede records of the War Department General Staff, and records of an army group headquarters precede those of subordinate armies and corps. Descriptions of related records appear either at the end of a chapter or are integrated within the chapter's record descriptions. Each chapter includes an introduction.

The subject and functional arrangement of record groups and record group segments within chapters inevitably involves some subjectivity. For example, the Records of the Office of the Chief of Ordnance, RG 156, include information on the procurement of weapons (the subject of chapter IV), weapons research and development (chapter VII), and intelligence assessments of

enemy ordnance (chapter VIII), but as all these activities are subordinated to the Office's chief function as a technical support service, all of RG 156 is described in chapter VI (Support and Services). For the same reason, all of the Records of Army Air Forces, RG 18, are described in chapter X (War in the Air), although the records also document aircraft production and procurement, airplane research and development, selection and training of pilots and aircrewmembers, and intelligence on enemy aircraft and tactics.

Within record groups, the basic archival unit of control for records is the series, which is a body of records arranged in some serial order or logically grouped together for some other reason. In this guide, the series constitutes the most common level of description, and always appears in boldface type (e.g., **formerly security-classified correspondence, 1942-45**). Each series is identified by title, date span, volume, arrangement pattern, and general contents. Representative and specific examples of subject matter documentation are provided for every major series. In some cases of extensive documentation, the basic unit of description is the subgroup; i.e., several series of related records, usually those of a subordinate administrative unit. Records not yet declassified are noted. Wherever a record group has been divided among two or more chapters for description, each segment includes one or more complete series not described elsewhere.

The volume statements for specific series and subgroups are given in linear or cubic feet (approximately 2,500 pages = 1 cubic foot). The volume statements for some series reflect precise measurements; for many large series, volume statements represent estimates. The figures provided in this guide are consistent with the measurements recorded in the NARA finding aids for each particular record group. The volume statements therefore indicate the relative size of a series or subgroup, rather than a specific measurement.

A focus of this guide is the interrelationship of the many records remaining from the wartime

period. Descriptions of some records series, or collections of series, are supplemented by references to other directly related records that either are in other record groups in the National Archives or are in other repositories, and, where pertinent, to records described elsewhere in the guide. Documentation of damage suffered by American battleships during the Japanese attack on Pearl Harbor, for example, is divided among Records of the Bureau of Ships, RG 19, described in chapter IV, the Records of Naval Districts and Shore Establishments, RG 181, chapter V, and the Records of the Bureau of Ordnance (Navy), RG 74, chapter VI.

This guide covers records that have been fully processed. Every effort has been made to identify pertinent materials, but it is possible that future processing will reveal documents hidden from this review. Many wartime records still in agency custody when guide descriptions were prepared will be accessioned by NARA over the next ten years. Some of the larger collective record groups (for example, Records of U.S. Army Commands, 1942- , RG 338), may also be reorganized by NARA to facilitate intellectual control of their contents.

The guide also includes references to records that were security-classified at the time the record item descriptions were prepared. Many of these records have since been declassified. Researchers should consult with the appropriate custodial unit regarding the current status of records identified as security-classified in guide.

During the war, most War Department (including Army Air Forces) recordkeeping offices employed a decimal classification scheme for organizing their records. Most Navy organizations relied on a complex alpha-numeric classification system known as the *Navy Filing Manual*. Explanations of both systems are provided in Appendix A.

The descriptions in this guide reflect a mixture of stylistic conventions and terminology used during the World War II period with those in use today. For example, the use of the designation "top secret" has been retained in place of

the more current form "top-secret," but the more common abbreviation POWs (prisoners of war) is used in place of the World War II abbreviation P/Ws. The guide also reflects the Army's use of both the "Women's Auxiliary Army Corps" (WAAC) and "Women's Army Corps" (WAC, formally acknowledged as the successor to the WAAC in July 1943).

Most of the records described in the guide are readily available, and researchers are not required to make arrangements in advance to consult them. Some records, however, remain subject to national security restrictions or warrant withholding for reasons of personal privacy. Access to other records may be interrupted temporarily while they are being microfilmed or copied electrostatically. It is suggested, therefore, that before traveling to visit a repository, researchers write and describe as specifically as possible the subject of their interest and the records they wish to consult.

Citations are given for published finding aids. A number of the records described are available as NARA microfilm publications, and citations are also provided to many of these publications by M or T number. See Appendix B. Often the microfilm publications are accompanied by descriptive pamphlets, which may give more detailed information about the records than this guide or the inventories. Most microfilm publications are listed in *National Archives Microfilm Resources for Research: A Comprehensive Catalog* (Washington, DC, 1986).

This guide is limited to descriptions of textual records, except where photographs, maps, and other audiovisual materials have been integrated within series of textual records. The principal collections of World War II nontextual records in NARA custody are separately described in NARA Reference Information Paper 70 (Revised), *Audiovisual Records in the National Archives of the United States Relating to World War II*, and NARA Reference Information Paper 79, *World War II Records in the Cartographic and Architectural Branch of the National Archives*.



More specialized in nature are several NARA reference information papers that describe Federal records relating to personal participation in World War II. These include *'The American Soldier' Surveys* (RIP 78), *American Prisoners of War and Civilian Internees* (RIP 80), *Casualties and Burials* (RIP 82), and *Awards and Decorations* (forthcoming).

Several other publications furnish additional or more detailed information pertinent to World War II topics: *Guide to American Women and the Armed Forces: A Guide to the Records of Military Agencies in the National Archives Relating to American Women* (Washington, DC, 1992), *Black History: A Guide to Civilian Records in the National Archives* (Washington, DC, 1984), *Guide to Records of the United States Senate at the National Archives* (Washington, DC, 1989), and *Guide to the Records of the House of Representatives at the National Archives* (Washington, DC, 1989). As a general source of information on National Archives records, particularly for those wartime civilian agencies not described in this guide, researchers should consult the comprehensive *Guide to the National Archives of the United States*, a new edition of which is in press at this writing.

Several publications document the proceedings of pertinent historical conferences hosted by

the National Archives, including Robert Wolfe, ed., *Captured German and Related Records* (Athens, OH, 1974); James E. O'Neill and Robert W. Krauskopf, eds., *World War II: An Account of Its Documents* (Washington, DC, 1976); and George C. Chalou, ed., *The Secrets War: The Office of Strategic Services in World War II* (Washington, DC, 1992). Captured German military and political records from the World War II period, located in the National Archives Collection of Seized Enemy Records, 1942- , RG 242, are systematically described in *Guides to German Records Microfilmed at Alexandria, VA* (Washington, DC, 1956-present); German diplomatic records for this period are described in *A Catalog of Files and Microfilms of the German Foreign Ministry Archives 1920-1945* (Stanford, CA, 1962-72).

At different times during the preparation of this guide NARA staff members Patrice Brown and Michael Lewandowski provided valuable assistance. The staff members of the Military and General Reference Branches, particularly Richard Boylan and his associates, greatly assisted in the identification and description of pertinent records. The Records Declassification Division contributed both information and specific actions regarding declassification of pertinent records.

# I: CENTRAL PLANNING AND STRATEGY

## INTRODUCTION

**I.1** This chapter describes U.S. military records relating to Allied central planning and strategy during World War II. Subjects include the formulation of grand strategy for the overall conduct of the war, the coordination of operational strategy in the various theaters of operations, relations among the Allied powers, the determination of manpower and logistical requirements and allocations to meet strategic objectives, and the military's participation in such internal policy issues as the use of African-Americans in military service and the evacuation of Japanese-Americans from the west coast. The records typically were created or maintained by Washington headquarters of agencies and organizations. Although the records are fairly limited in volume, they have great significance for the study of the direction of the American war effort.

**I.2** As these records are composed, for the most part, of central correspondence files and message collections, information can be found in them on virtually all major aspects of the war. Reports and messages often detail the actual conduct of operations, and directly supplement the field command records described in chapters IX-XII. Information relating to scientific research and development and extensive intelligence data complement the records described in chapters VII and VIII, respectively. In brief, the records described in this chapter directly relate to the subject matter of the records described in all subsequent chapters, and should be consulted in association with the latter.

**I.3** Because of the significance of these records, the level of description provided extends to the series and even the subseries level. All record items are described according to series or subseries title, date span, volume, arrangement pattern, and general contents. Specific examples of subject matter are also provided.

## RG 107 RECORDS OF THE OFFICE OF THE SECRETARY OF WAR

### The Secretary of War

**I.4** The Office of the Secretary of War (OS/W) and most of its World War II records are described in chapters II and IV. The Secretary of War was only indirectly involved in the conduct of wartime planning and strategy, but several series of records reflect that participation and constitute significant source material for policy issues.

**I.5** Secretary of War [Henry L.] Stimson's formerly top secret correspondence ("Safe File"), July 1940-September 1945 (6 ft.), arranged alphabetically by subject, covers numerous topics and individuals involved in the war effort. Files "War Plans," "ARGONAUT," and "Potsdam" are most relevant for strategic planning. Files "Germany" and "Japan" document surrender terms and postwar planning for those powers. Information on the strength and organization of the Army Air Forces is scattered among files "Aircraft," "Air Force," "Big Bomber Program," and "Memoranda and Correspondence." Stimson's correspondence with key individuals is contained in files for the latter (including, for example, Averell Harriman, Dwight Eisenhower, and Douglas MacArthur); extensive correspondence exchanged between Stimson and President Roosevelt, June 1940-September 1945, is located in "White House Correspondence." A file plan is included at the beginning of the series.

**I.6** Stimson's correspondence ("Official File"), 1940-1945 (5 ft.), relates much less to sensitive topics. It is arranged alphabetically by a mixture of subject and alpha-numeric files, the latter usually comprising miscellaneous correspondence with several individuals. Many of the files relate to Army training or support services (e.g., "Army Specialized Training Program,"



"Morale (Special Services)," "Officer Candidate Schools," "San Diego, Cal. Vocational Training," "Welfare and Recreation"). As with the formerly top secret correspondence, several files under "Hearings" document Stimson's relations with Congress over specific legislation affecting the military. Files under the headings of "Radio Addresses" and "Statements" and under the names of organizations (e.g., "A.F. of L. - New Orleans, Nov. 18, 1940") contain many of Stimson's public statements. A file plan is included at the beginning of the series.

**I.7** Stimson's records also include formerly security-classified reports and minutes of meetings of the Combined Chiefs of Staff and the Joint Chiefs of Staff, 1942-43 (1 ft.), arranged chronologically, relating to staff conferences held in Washington, Casablanca, Algiers, and Quebec, January 1942-August 1943. The Secretary of War's appointment books, 1940-46 (1 ft.), arranged chronologically, comprise printed annual appointment books with handwritten entries concerning the Secretary's appointments, including the name and title or occupation of visitor, visitor's time of arrival and departure, subject or purpose of the meeting, and notations as to the Secretary's daily times of arrival and departure and his evening social engagements.

**I.8** Among the records maintained by Stimson's successor, the most significant is **Robert B. Patterson's formerly top secret correspondence ("Safe File"), September 1945-July 1947** (3 ft.), arranged alphabetically by subject. Valuable information is found here on the development of the atomic bomb (file "Atomic Energy"), U.S. biological warfare research (file "Biological Warfare"), general research and development (file "Scientific Research"), and U.S. occupation policies (files "Germany" and "Japan"). A file plan is included at the beginning of the series.

**I.9** Patterson's formerly security-classified correspondence, February 1946-July 1947 (4 ft.), is arranged according to the War Department decimal classification scheme, followed by

six subject ("project") files. The relevant subject matter is very similar to that of the preceding series, but less involved with policy issues. Information on the development of the atomic bomb is located in file 471.6, on biological warfare research in file 385, and on postwar occupation policies in Germany in the "countries" project file. In addition, assessments of Soviet-German relations, 1939-41, are located in file 092.2, while some records of the Army Pearl Harbor Board can be found in file 334. An index is provided by cross-reference sheets to Secretary of War Patterson's security-classified correspondence, February 1946-July 1947 (1 ft.), arranged according to the decimal classification scheme with a separate subject index (alphabetical) for the project files.

**I.10** Harvey H. Bundy, a special assistant to the Secretary of War from April 1941 to September 1945, served as one of Stimson's closest advisers on policy and procedural matters. Formerly security-classified records of **Special Assistant Harvey H. Bundy, 1941-45** (7 ft.), arranged alphabetically by subject, particularly reflect Bundy's role as liaison officer with American scientists and educators. Of particular note are: Intelligence data on German V-1 and V-2 weapons (file "German Rockets"); information on the organization and functions of the New Developments Division, War Department Special Staff (file "New Developments Division"); reports on the use of analytical operational research by the Army Air Forces, 1942-45 (file "Operations Analysis"); and data on the Army's treatment of psychoneurotic disorders (files "Neuropsychiatric Problems" and "Psychoneurotics").

**I.11** Bundy's records documenting his role as liaison between OS/W and Brig. Gen. Leslie Groves, director of the Manhattan Project (atomic bomb research), are located among the "Harrison-Bundy Files" of the Records of the Office of the Chief of Engineers, RG 77, described in chapter VII.

**I.12** The Secretary of War also maintained formerly security-classified reports,

**1940-45** (1 ft.), a collection of 14 reports and studies prepared by various Army offices. These include a study of the American bombing attacks on Dresden, 1944-45; a report on German preparations for the V-1 rocket campaign, May 1944; an assessment of the possibility of a Soviet-German separate peace, January 1943; a review of the adequacy of the Army's field artillery program, May 1944; and an estimate of the necessary aircraft production to assure air supremacy, September 1942.

**I.13** Additional official correspondence of the Office of the Secretary of War is described in chapter II. The records of expert consultants to the Secretary of War are described in chapter VII. The personal papers of Henry L. Stimson are in the custody of the Yale University Library. Robert P. Patterson's papers are in the custody of the Manuscript Division, Library of Congress.

#### The Assistant Secretary of War

**I.14** The Office of the Assistant Secretary of War, as reconstituted in December 1940, was responsible for general administrative functions and for special tasks assigned by the Secretary of War. John J. McCloy, who occupied the post from April 1941 to November 1945, effectively served as the top-level adviser to the Secretary on such policy matters as military government in occupied areas, war crimes, lend-lease, black Americans in military service (in which he was assisted by a Civilian Aide to the Secretary of War), and the evacuation of Japanese-Americans from the west coast. In March 1945 the Assistant Secretary assumed general administrative direction over military personnel involved in the prosecution of Axis war crimes. McCloy was replaced in December 1945 by Howard Petersen, who held the position until July 1947.

**I.15** Four series comprise the records of this office during McCloy's tenure. **John J. McCloy's formerly security-classified correspondence, 1941-45** (21 ft.), arranged according to the War Department decimal scheme, is most

significant for the documentation of policy. Information concerning the internment of Japanese-Americans in relocation centers can be found in file 254; reports on the recruitment and morale of Japanese-Americans in military service are in 342.18 and 353.8. File 400.336 provides extensive data on lend-lease aid. File 291.2 documents the condition, treatment, and military use of African-Americans. File 383.6 includes information on the conditions and treatment of Axis and American prisoners of war and on the repatriation of German prisoners of Soviet nationality to the USSR. Also included is data on the apprehension and prosecution of Axis war criminals (files 000.5, 000.51, 000.52, and 020.2); the bombing of Germany and Japan (384.3); and surrender and occupation policies for Germany and Japan (370.8, 387, and 387.4).

**I.16** The alphabetically arranged formerly security-classified correspondence of John J. McCloy serves as a **name and title index, 1941-45** (3 ft.), to the preceding series. It is arranged alphabetically by surname or title of the correspondent or of the person who is the subject of the correspondence; countries or regions are included alphabetically under a separate "geographical" entry. Most of the series consists of letters duplicated in the classified correspondence, annotated to indicate the appropriate decimal file number. In addition, the series includes some original documents concerning U.S. foreign policy (filed under "geographical") and some Civil Affairs Division reports, May 1943-January 1946 (file "McCloy's Permanent File").

**I.17** **McCloy's general correspondence, 1941-45** (28 ft.), also arranged according to the War Department decimal scheme, deals primarily with the same topics as the classified correspondence but is less related to policy issues. Data regarding war crimes trials can be found in files 000.5, 000.51, and 000.52; 291.2 includes information on the Army's recruitment, training, and treatment of African-Americans; U.S. policies in occupied Germany are described in 370.8. Reports on conditions and operations at



Japanese-American assembly and relocation centers are located in file 254, while 342.18 contains information on the recruitment, training, and combat record of Japanese-Americans in military service (including the 442d Regimental Combat Team).

**I.18** Serving as a **name and title index, 1941-45** (8 ft.), to the preceding series is the alphabetically arranged general correspondence of John J. McCloy. Consisting of carbon copies or summaries of letters and memorandums sent or received by McCloy, the records are arranged alphabetically by organizational unit, surname or title of correspondent or of the person who is the subject of the correspondence; correspondence with War Department officials is filed under "War Department" and thereunder alphabetically. Included in the series (filed under "Procurement-Current Reports") are some original weekly reports regarding munitions production, August 1940-April 1941.

**I.19** The records of McCloy's successor, Howard Petersen, generally concern postwar issues but include scattered documentation relevant to World War II. **Petersen's formerly security-classified office file, 1945-47** (1 ft.), arranged alphabetically by subject or title, includes reports on conditions in China and Germany in 1946 (files "China Trip" and "European Trip") and a historical summary of wartime interservice cooperation (file "Report to the Secretary of War on Common Activities of the Army and Navy"). His **formerly top secret correspondence, September 1946-August 1947** (1 ft.), and **formerly security-classified and unclassified correspondence, December 1945-August 1947** (17 ft.), both arranged according to the War Department decimal scheme, provide information on civil affairs in occupied Germany and Japan (decimals 091 Germany and 091 Japan), the repatriation of German prisoners of war (383.6), and the recruitment of German and Austrian scientists to work in the United States (211). The latter series includes extensive data on Axis war crimes trials (file 000.5), reparations and economic controls in Germany and

Japan (387), and the development of the atomic bomb (471.6). This series is indexed by **Petersen's cross-reference sheets to the formerly security-classified correspondence, September 1946-August 1947**, in which subjects are also arranged according to the War Department decimal scheme.

**I.20** Attached to the Office of the Assistant Secretary of War was the Office of the Civilian Aide to the Secretary of War, established in November 1940 to facilitate the integration of blacks into the Army. During World War II the Civilian Aide advised the Secretary on policies and practices in this field, including the appointment of blacks to military arms and services, the use of black officers, doctors, dentists, and chaplains, the training of black officers and enlisted men, the provision of special recreational and entertainment facilities, and the elimination of discrimination in the appointment and promotion of civilian personnel in the War Department. Serving successively as Civilian Aide were William H. Hastie, Truman K. Gibson, Marcus H. Ray, and James C. Evans.

**I.21** The Civilian Aide's **general correspondence ("Judge Hastie File"), 1940-48** (35 ft.), arranged alphabetically by subject, relate primarily to the conditions of blacks serving in military units and at U.S. Army installations. Included are many letters from black soldiers and their family members and from officials of black organizations. War Department assessments of the contents of African-American publications can be found in files "Negro Press" and "Press Analyses"; correspondence with black leaders is generally filed under the name of the representative organization (e.g., file "NAACP") or special interest group (e.g., file "Press"). The file "The Negro Soldier" consists of requests for, and comments on, a War Department film of that name which describes the achievements of black soldiers during the war. Records concerning discrimination or racial incidents are filed according to the geographic location or name of the office, bureau, or service in which the

alleged discrimination or incident occurred. Requests for transfers, appointments, or promotions are filed under the name of the office or branch of service involved rather than by individual.

**I.22 Formerly security-classified reports and memorandums concerning race relations at home and overseas, 1944-46** (2 ft.), are arranged according to type of report or memorandum and thereunder chronologically. They consist of (1) summaries or extracts of service command weekly intelligence reports, August 1944-January 1946, describing racial incidents, activities of African-American organizations, crimes committed, public statements by black leaders, and attitude and performance of black soldiers; (2) intelligence reports prepared by the Intelligence Division, Army Service Forces (ASF) and the War Department General Staff, August 1944-August 1945, summarizing interviews with ASF personnel returning from overseas duty concerning the performance, attitudes, and social status of black soldiers overseas; (3) memorandums reporting racial incidents in the United States, August 1944-December 1945; and (4) a November 1944 report by the Federal Bureau of Investigation on alleged foreign-inspired agitation among African-Americans in Los Angeles.

## RG 80 GENERAL RECORDS OF THE DEPARTMENT OF THE NAVY, 1798-1947

**I.23** World War II records of the Department of the Navy largely derive from the Office of the Secretary of the Navy, supplemented by records of subordinate offices and of boards and commissions on which the Secretary was represented. The administrative history and most records of this Office are described in chapter II. Although the Secretary of the Navy was not directly involved in naval strategy, his responsibilities did include planning and policy issues

within the Navy Department. The records most pertinent to these issues are described here.

### The Secretary of the Navy

**I.24** The office file of Secretary of the Navy Frank Knox, 1940-44 (20 ft.), arranged according to a subject-numeric system (1-1 to 98-3), was retained for the Secretary's convenience when the Office of the Secretary's general correspondence files (described in chapter II) were removed to another building. Most of the correspondence is of a more personal nature than that in the general correspondence, relating to a variety of subjects. The correspondence is especially useful for demonstrating Knox's relationships with his senior naval officers. Included, for example, is Knox's correspondence with Adm. Chester Nimitz, Commander in Chief, Pacific Ocean Areas, on the selection of officers of rear admiral grade (file 62-1-17). Of particular note are the following general topics: Anglo-American agreements on the U.S. leasing of naval bases on British Commonwealth territory (3-1-34); American coastal security and antisubmarine warfare (83-2); the proposed court-martial of Adm. Husband E. Kimmel, former Commander in Chief, United States Fleet, after Pearl Harbor (57-1-31); discrimination and disturbances involving African-Americans in connection with Navy activities and functions (54-2); and the death and funeral services of Secretary Knox, April 1944 (1-1-59). At the end of the series is a collection of letters from individuals requesting appointments as naval officers, arranged alphabetically by name.

**I.25** Use of this series is hindered by the lack of finding aids. There is no key or guide to the subject-numeric filing system, nor is there a general subject index. The **index to the office file of Secretary Frank Knox, 1940-44** (6 ft.), arranged alphabetically, indexes only the names of correspondents. Thereunder, the cards of this index provide the file number, date, and abstract of contents for each letter.



**I.26** The office file of Secretary of the Navy James V. Forrestal, 1944-47 (66 ft.), also is arranged according to a numeric-subject scheme (1-1 through 104-1). It differs from Secretary Knox's office file in its scope, and in its focus on the postwar years. The series documents the involvement and intercession of the Secretary in routine administrative and personnel issues; e.g., classification 56 pertains to the appointment, assignment, and retirement of naval officers. The Secretary's participation in the activities of Navy, Army-Navy, and intra-governmental committees and boards is documented in classification 15; budgetary and other financial issues are the subject of 18. Classification 43 details lend-lease and reciprocal aid exchanged between the United States and other Allied Powers. Proposed organizational changes within the Navy and within the structure of the armed forces are detailed in file 8-1-3. Information regarding the role of African-Americans in the Navy can be found in 54-1. Correspondence pertaining to the various investigations into the attack on Pearl Harbor is located in 13-1-2. At the beginning of the series is a collection of Forrestal's speeches and some biographical data on senior officials within the Office of the Secretary.

**I.27** The series also reflects Forrestal's continued interest in war production, in which he had been involved as Under Secretary of the Navy. The awarding, termination, and renegotiation of Navy contracts with private firms is documented in classification 29. Labor strikes at plants under Navy contract and in the merchant marine are detailed in classification 42; file 42-2 provides information on the Federal administration of strike-threatened coal mines. The relationship of the Navy with American business is further evidenced by studies conducted by the latter in assessing the performance of the former in classification 67 (e.g., the study of naval logistics prepared by General Motors Corp. and the U.S. Steel Corp., October 1944, file 67-1-31).

**I.28** Also in contrast to Secretary Knox's office file is the **index to Secretary Forrestal's office file, 1944-47** (5 ft.), which is primarily an alphabetically arranged subject index. The subjects include individual correspondents, organizations, general topics, and geographic locations. Each index card provides the file number, date, and abstract of the document contents for each subject. The index includes a subject key to the numeric file designations.

**I.29** Two series closely related to Secretary Forrestal's office file pertain primarily to the early postwar period, but include some World War II materials. The **formerly security-classified reference files, 1945-48** (4 ft.), arranged alphabetically by subject, consist of reports and publications received by the Secretary. Included are "Battle Experience" reports detailing U.S. Navy support for the amphibious landings in Normandy, the Mariana Islands, and Iwo Jima, June 1944-February 1945; a survey of guided missiles, May 1945; a three-volume study of the coordination of procurement between the Army and the Navy, February 1945; and U.S. Strategic Bombing Survey reports of ships' bombardments of specific industrial targets along the Japanese coast, July-August 1945.

**I.30** The second series, **minutes of meetings of the Top Policy Group, November 1944-September 1947** (2 ft.), arranged numerically by meeting (1-83), document weekly discussions of Secretary Forrestal and his chief civilian and military assistants on major administrative and operational problems confronting the Navy. Topics discussed include organizational changes within the Navy (Nos. 1-3 and 12), naval logistics and procurement (8 and 17), and personnel requirements (13-25). A list of the dates and agenda of the meetings, and a name index to persons making presentations to the group, are located at the beginning of the series.

**I.31** In addition to the official correspondence described here and in chapter II, the personal papers of Frank Knox are in the custody of the Manuscript Division of the Library of Congress; some additional materials are held by

the Operational Archives, Naval Historical Center, Washington Navy Yard, Washington, DC. James V. Forrestal's personal papers are in the Princeton University Library, Princeton, NJ; some additional materials (including a copy of his diary, 1944-49), are also at the Operational Archives, Naval Historical Center.

#### The Assistant Secretary of the Navy

**I.32** Records of Assistant (later Under) Secretary of the Navy Ralph Bard are described for the most part in chapter IV. His responsibilities, however, extended to investigations of alleged discrimination against American blacks in the Navy or in plants under Navy contract. This work occupied the attentions of one of Bard's special assistants, Addison Walker, until the latter's departure in September 1942. The records that resulted from the investigations focus only on the period 1941-43 and are far less comprehensive than those of the Secretary of War, RG 107, described in this chapter.

**I.33** The Assistant Secretary's **correspondence relating to discrimination in the Navy, 1941-44** (less than 1 ft.), consists of seven subject files pertaining to Navy recruitment of, and alleged job and transportation discrimination against, African-Americans, Seventh Day Adventists, and other ethnic and religious groups. Included is considerable material on mess attendant Dorie Miller, decorated for heroism in action at Pearl Harbor. Two additional series of correspondence maintained by Special Assistant Addison Walker, 1941-43 (totaling 1 ft.), further document these topics, as well as the establishment of a Navy contract school at Hampton Institute for technical training of blacks in the Navy.

#### General Board

**I.34** The General Board of the U.S. Navy was established in March 1900 as an embryonic naval general staff to insure efficient preparation

of the fleet and of the naval defense of American territory in the event of war. Prior to World War I the Board developed war plans for the strategic deployment of naval forces. From 1915 through the end of World War II, however, the General Board's powers steadily diminished to the advantage of the Chief of Naval Operations. The General Board nevertheless continued to examine international developments and events, analyze their implications, and help formulate the Navy's responses and policies throughout this period. The General Board continued to advise the Secretary of the Navy until its dissolution on January 31, 1951.

**I.35** Records of the General Board, totaling 238 ft., are particularly significant for information regarding international naval treaties and arms limitations agreements during the interwar period, for developments in warship technology within the Navy, and for the overall state of the U.S. Navy at the time of entry into World War II. During the war the General Board continued its involvement in warship technology, but on a reduced scale. Described below are those series of General Board records most pertinent to the prewar and wartime periods of activity.

**I.36** **Proceedings of the General Board, 1900-50** (6 ft.), consist only of brief statements of the dates, times, members present, and topics of discussions of General Board meetings. Far more significant are the **hearings of the General Board, 1900-50** (11 ft.), which provide verbatim transcripts of the discussions held during the meetings. Arranged chronologically, the bound and paginated volumes of hearings for each year are indexed according to subjects discussed and names of individuals who testified at General Board meetings (the hearings for 1943-44 and 1945-47 are bound together).

**I.37** For the 1940-42 period, the hearings are particularly rich in such information as developments and plans regarding warship design and construction, naval aviation needs, research and development of weapons technology, and expanded Navy and Marine Corps personnel



requirements. Specific examples of discussions include the planned 1942 construction program and design improvements for submarines (July 11, 1940); the overall Navy shipbuilding program for 1942 (May 8, 1940); the establishment of naval scientific and technological research policy (March 11, 1941); improvements in the design and armament of destroyers (August 6 and October 28, 1941, and April 13, 1942); and additional underwater protection for battleships (November 16, 1942). Similar discussions of the General Board for the 1935-39 period are also crucial for an understanding of the condition of the Navy at war's outbreak. The proceedings and hearings of the General Board, together with pertinent finding aids to these records, have been microfilmed as National Archives Microfilm Publication M1493.

**I.38** The proceedings and hearings are supplemented by the General Board's **subject files, 1900-47** (100 ft.). These are arranged numerically by study number (401 through 453), each corresponding to a general subject; thereunder documents are arranged chronologically. The general subjects include descriptions of activities (e.g., study no. 401 concerns General Board office procedures and organization), categories of information (e.g., 421, Personnel), geographical areas (e.g., 412, Alaska), and specific topics (e.g., 429-4, regarding war damage to British naval vessels by mines, May 1941). Data concerning the design, construction, and weaponry of specific classes of warships are located as follows: Study no. 420-6, battleships; 420-7, aircraft carriers; 420-8, cruisers (heavy and light); 420-9, destroyers; and 420-15, submarines. Selected reports on combat operations (including the Battle of Midway, the invasion of southern France, and translated German documents on naval operations in the Arctic Sea, 1942) can be found in study no. 429-5.

**I.39** Records in the subject files often constitute the background and followup material to topics discussed at meetings of the General Board. For example, the proceedings of January 23, 1942, document a discussion of the desir-

ability of recruiting African-Americans into the Navy; earlier correspondence and subsequent policy memorandums are located within study no. 421 for the 1941-42 period.

**I.40** Among the most relevant subjects for the immediate prewar and early wartime Navy are the expansion of shipyard and drydock facilities (study no. 404), naval plans and shore facilities in the Philippine Islands (405), design and performance of torpedoes (407), general information on shipbuilding programs (420-2), and detailed critiques of the Navy's readiness for war (425).

**I.41** Access to this series is facilitated by the **index to the subject files, 1900-47** (6 ft.), arranged alphabetically by name of subject or individual. Each card in the index identifies one or more documents under the subject heading according to date, title or subject of the document, and study number. Among additional indexes to General Board records is a **cross-reference index to the subject files by date, 1900-47** (1 ft.).

**I.42** Very valuable for the interwar period are **records accumulated by the General Board relating to the control and limitation of naval armaments, 1921-42** (30 ft.). These are arranged in 15 numbered files that roughly correspond to specific international naval and disarmament conferences, particularly the Washington Naval Conference, 1921-23; the Geneva Disarmament Conference, 1926-27; the League of Nations' disarmament negotiations, 1925-29; and the London Naval Conferences of 1930 and 1935. Included are position papers and recommendations of the General Board, League of Nations and U.S. State Department publications, logs and diaries maintained by U.S. Navy officers involved in the negotiations, and background studies and correspondence of various Navy bureaus and offices. (Closely related to this series is study no. 438 of the General Board subject files.)

**I.43** Among other General Board series, **records of miscellaneous boards and committees, 1932-50** (3 ft.), include various proposals

for postwar peace settlements and international organizations received by the General Board for the Dumbarton Oaks Conversations, August-October 1944 (file "Dumbarton Oaks, 1944").

**I.44** More complete documentation of the international naval conferences, 1921-35, is located among the Records of International Conferences, Commissions, and Expositions, RG 43.

#### Joint Army-Navy Board (Navy)

**I.45** The administrative history and records of the Joint Army and Navy Board (or Joint Board) are described in this chapter. Within RG 80 are **records of the Navy Secretariat of the Joint Army-Navy Board, 1913-47** (13 ft.), arranged by Joint Board subject number (301-358) and thereunder by serial number. Except for some internal naval correspondence and marginal annotations to Joint Board documents, this material essentially duplicates the Joint Board records located in RG 225.

**I.46** Closely related are records of the Joint Economy Board, a subordinate agency of the Joint Board established in 1933. Composed of five or more officers from each service and a civilian secretary, the Joint Economy Board investigated methods for achieving savings in time and money through the consolidation or simplification of functions common to both services. The Joint Economy Board was inactive during World War II and was abolished in September 1947.

**I.47** The Joint Economy Board's **general correspondence, 1932-40** (2 ft.), arranged according to a subject-numeric scheme, details the possible consolidation of installations and services in the areas of intelligence (603-1), aviation (603-12), logistics (603-20), and schools and training (603-16). Two other series of records, totaling less than 1 ft., comprise **minutes of meetings, October 1933-March 1940**, arranged chronologically, and **semiannual summaries of reports of liaison officers, Feb-**

**ruary 1935-March 1940**, much of which is duplicated in the general correspondence.

#### RG 225 RECORDS OF JOINT ARMY AND NAVY BOARDS AND COMMITTEES

##### The Joint Board

**I.48** The Joint Board, also known as the Joint Army and Navy Board and as the J.B., was established on July 17, 1903, by a joint order of the Secretaries of War and the Navy. Acting as an advisory body until 1919, the Board thereafter assumed responsibility for the preparation of joint Army-Navy war plans and the supervision of joint training programs and maneuvers. The Board also advised the President concerning national and hemispheric defense measures and made recommendations on issues affecting the Army and Navy jointly. By March 1942 the newly created Joint Chiefs of Staff had largely absorbed and superseded the functions and responsibilities of the Joint Board, which was not formally dissolved until September 1947.

**I.49** Army membership of the Board in 1939 consisted of the Chief of Staff, the Deputy Chief of Staff, and the Assistant Chief of Staff for the War Plans Division. Naval members included the Chief of Naval Operations, the Assistant Chief of Naval Operations, and the Director of the War Plans Division. In July 1941 air representation was provided with the addition of the Army's Deputy Chief of Staff for Air and the Navy's Chief of the Bureau of Aeronautics. Three subordinate units, the Joint Planning Committee, the Joint Economy Board, and the Joint Intelligence Committee, reported directly to the Joint Board. Other joint organizations, including the Joint Army and Navy Munitions Board, the Aeronautical Board, and the Joint Army and Navy Selective Service Committee, submitted certain recommendations to the Board but were not otherwise subordinate to it.

**I.50** The records of the Joint Board in NARA custody comprise **general correspon-**



dence, 1903-38 (9 ft.), including reports, correspondence, minutes of meetings, and memorandums. Nearly half the records date from the 1920's, although many materials document the period 1939-42; very few records pertain to the rest of the war. The records are arranged according to a numeric scheme, with each of 60 file numbers (designated J.B. 301 through J.B. 358) representing a preassigned subject. In addition, documents relevant to specific subjects under Board consideration were assigned serial numbers; for the period 1913-47, serials were numbered 1 to 299 and 401 through 767. Non-serial records, arranged chronologically, precede serial numbers within each J.B. file number.

**I.51** Reflecting the Board's far-ranging responsibilities, the records cover an extensive array of subject matter. The minutes of Joint Board meetings, records of the Joint Planning Committee, and records relating to the membership, organization, procedures, and history of the Joint Board are all located in file J.B. 301 (Joint Board). Many of the subject files pertain to such general issues as radio and communications systems (J.B. 319), international law (J.B. 338), aeronautics (J.B. 349) and war munitions and equipment (J.B. 355); others refer to such specific geographic areas as the Philippines (J.B. 305), Alaska (J.B. 312) and the Panama Canal (J.B. 319-1). File J.B. 325 (War Plans) includes not only information on strategic war plans developed during the 1919-41 period, but also data concerning operational planning for the occupation of Iceland, the Azores, Greenland, Martinique, and Guadeloupe. The same file also contains records regarding national and industrial mobilization measures and planned staff conversations with the British (January 1941) and the Soviets (October 1941). File J.B. 310 (Scientific Work of the Government) pertains to the exchange of technical information with the British, September-October 1940; file J.B. 329 (Information) primarily concerns intelligence organizations.

**I.52** Copies of Joint Board records are also located among the records of the Joint

Board Navy Secretariat, Secretary of the Navy, RG 80, and among the War Plans Division's formerly security-classified correspondence of the Joint Army-Navy Board, RG 165. These records, maintained by Navy and Army representatives serving with the Joint Board, largely duplicate the Joint Board records described, but include handwritten annotations and some supplementary documents to the serial records. Both collections are described in this chapter.

**I.53** The Joint Board records have been microfilmed as National Archives Microfilm Publication M1421. The accompanying descriptive pamphlet provides additional information on the history and arrangement of these materials.

## RG 218 RECORDS OF THE U.S. JOINT CHIEFS OF STAFF

**I.54** The World War II records of the U.S. Joint Chiefs of Staff reflect that organization's activities at three hierarchic levels: Its meetings with British representatives as the Combined Chiefs of Staff, its own function as the principal mechanism for joint Army-Navy cooperation, and the specific tasks allotted to its subordinate committees. The records generated by these activities are integrated into a single collection. The descriptions below therefore treat these organizations and their records as a whole.

### The Combined Chiefs of Staff

**I.55** The Combined Chiefs of Staff, also known as the CCS, came into existence as a result of a series of British-American military staff discussions (codenamed the ARCADIA Conference) held in Washington, DC, from December 23, 1941, to January 14, 1942. The first meeting of the CCS occurred on January 23, 1942. Responsible directly to the President of the United States and to the Prime Minister of Great Britain, the Combined Chiefs of Staff served as a coordinating agency in the formulation and execution of policies and plans concerning the strategic conduct of the war, the broad

program of war requirements, the allocation of munitions resources, and the determination of requirements of overseas transportation. The CCS also exercised general authority over inter-Allied commands (e.g., Allied Forces Headquarters (AFHQ) and Supreme Headquarters, Allied Expeditionary Forces (SHAEF). In time the CCS assumed responsibility for operational strategy in Europe and in the Mediterranean, extending to coordination with Soviet military operations in 1944-45. The CCS' role in determining strategy declined in 1945 as theater commands assumed greater responsibilities.

**I.56** To discharge its functions, the CCS established a number of subordinate committees, including the Combined Staff Planners, Munitions Assignments Board in Washington, Combined Intelligence Committee, Combined Military Transportation Committee, Combined Communications Board, Combined Meteorological Committee, Combined Administrative Committee, and Combined Civil Affairs Committee. Although its headquarters remained in Washington, DC, the CCS accompanied the national heads of state in discussions of strategy at the major Allied wartime conferences at Casablanca (codenamed SYMBOL), Quebec (QUADRANT and OCTAGON), Cairo (SEXTANT), Teheran (EUREKA), Yalta (ARGONAUT), and Potsdam (TERMINAL). (While military staff representatives of other Allied powers participated in these conferences, the Combined Chiefs of Staff organization remained an independent entity restricted to Great Britain and the United States.) The final meeting of the Combined Chiefs of Staff occurred on July 24, 1945, at Potsdam; subsequent meetings scheduled from August to November 1945 were canceled. Though most of the subordinate committees ceased to function during the same period, the Combined Civil Affairs Committee remained active in occupation policy into 1949.

**I.57** The Combined Chiefs of Staff comprised the U.S. Joint Chiefs of Staff and the British Chiefs of Staff or their designated representatives in Washington (the British Joint Staff

Mission, later the British Joint Services Mission), as well as a representative of the Prime Minister in his capacity as Minister of Defence. The British Chiefs of Staff (also known as the Chiefs of Staff Committee) included Field Marshal Sir Alan Brooke, Chief of the Imperial General Staff; Admiral of the Fleet Sir Dudley Pound (succeeded in December 1942 by Admiral of the Fleet Sir Andrew B. Cunningham), First Sea Lord; and Air Chief Marshal Sir Charles Portal, Chief of the Air Staff. Their respective representatives in Washington were: Lt. Gen. Sir Colville Wemyss (replaced in March 1942 by Maj. Gen. R. H. Dewing, in June 1942 by Lt. Gen. G. N. Macready); Adm. Sir Andrew Cunningham (succeeded in December 1942 by Adm. Sir Percy Noble); and Air Vice Marshal D. C. S. Evill (replaced in June 1943 by Air Marshal Sir William Welsh, then by Air Marshal Douglas Colyer). Simultaneously representing the Minister of Defence and serving as the head of the British Joint Staff Mission was Field Marshal Sir John Dill, succeeded in November 1944 by Field Marshal Sir Henry Maitland Wilson.

#### The Joint Chiefs of Staff

**I.58** The U.S. Joint Chiefs of Staff, also known as the JCS, originated as a result of the establishment of the Combined Chiefs of Staff in January 1942, which encouraged the formation of an American counterpart to the British Chiefs of Staff. Between January and July 1942 the Joint Chiefs of Staff established itself not only as the American representation on the Combined Chiefs of Staff, but also as the principal agency for American interservice coordination, effectively absorbing and superseding the Joint Board, described in this chapter. The JCS played a major role in developing military strategy, monitoring the production and allocation of munitions and shipping, determining the manpower needs of the armed forces, and reviewing matters of joint Army-Navy policy. Although lacking in actual command authority, the Joint



Chiefs of Staff effectively determined operational strategy for the Pacific theater of war and coordinated operations in China with regard to Allied strategy in the Far East. The JCS also generally supervised the activities of the Office of Strategic Services (OSS) and the Army and Navy Staff College. No formal charter for the Joint Chiefs of Staff existed during World War II, but it continued to function after war's end until it received legislative recognition as a permanent agency through the National Security Act of July 1947.

**I.59** At its first meeting on February 9, 1942, the Joint Chiefs of Staff consisted of the Chief of Naval Operations, Adm. Harold R. Stark; the Chief of Staff of the United States Army, Gen. George C. Marshall; the Commander in Chief of the United States Fleet, Admiral Ernest J. King; and the Commanding General of the Army Air Forces (AAF), Lt. Gen. Henry H. Arnold. In March 1942 the offices of Chief of Naval Operations and Commander in Chief of the United States Fleet combined under Admiral King, reducing the Joint Chiefs to three. In July 1942 Adm. William D. Leahy, newly appointed Chief of Staff to the President in the latter's capacity as Commander in Chief, joined the Joint Chiefs of Staff in the role of Chairman. The constitution of the JCS remained unchanged thereafter for the war's duration.

**I.60** The JCS organization included the Joint Chiefs themselves, the Joint Deputy Chiefs of Staff, the Secretariat, and a network of standing committees. Most of the latter not only served the JCS at the national level but also provided American representation to Combined Chiefs of Staff committees of similar purpose, including the Joint Staff Planners; the Joint Intelligence Committee (later redesignated the Joint Intelligence Subcommittee, then the Joint Intelligence Staff); the Joint Communications Board; the Joint Meteorological Committee; and the Joint Military Transportation Committee; to which were later added the Joint Munitions Allocations, Joint Logistics, and Joint Civil Affairs Committees. Other committees operated

solely for the purposes of the JCS included the Joint Strategic Survey Committee; the Joint Committee on New Weapons and Equipment; the Joint Psychological Warfare Committee (abolished in December 1942, when its functions were transferred to OSS); the Army-Navy Petroleum Board; and the Joint Production Survey Committee. Also in this category are those bodies that evolved from sub- or working committees assisting larger committees in their work: The Joint U.S. Strategic Committee (later designated the Joint War Plans Committee), the Joint Post-War Committee, and the Joint Security Control, for example, all originated as subordinate bodies to the Joint Staff Planners. Many additional temporary committees and subcommittees existed at the level of the Combined Chiefs of Staff. The majority of these committees ceased to exist with the end of the war, but the Army-Navy Petroleum Board, the Joint New Weapons and Equipment Committee, and the Joint Civil Affairs Committee continued to function well into the postwar period.

**I.61** Records of the Joint Chiefs of Staff pertaining to the Second World War in NARA custody include the American copies of the records of the Combined Chiefs of Staff and its committees, 1942-45, as retained by the JCS Secretariat. These number approximately 350 ft. and include reports, correspondence, agenda and minutes of meetings, membership rosters, memorandums, directives, case files, and working papers. They are generally arranged according to the War Department decimal classification scheme, as modified to provide for papers of a joint or combined nature.

**I.62** The most significant series of CCS records consists of **formerly security-classified subject and geographic files, 1942-45**. The **subject** subseries (ca. 147 ft.) is arranged according to the War Department decimal scheme and thereunder chronologically. The roughly 66 ft. of records composing the **geographic** subseries are arranged alphabetically by geographic region, thereunder by decimal number and date; although most of the geographic designations

involve countries or islands, some terms employ broad generalizations (e.g., "Axis," "Northwestern Pacific Area"). Information on a specific locality may be contained in several geographic files (e.g., "Axis," "Italy," and "Sicily" all contain information on Italy). A "CCS" prefix accompanies every file in both subseries. Lengthy files are divided into numbered sections, also arranged chronologically; e.g., CCS 313.4 (2-8-42) (1) through (29). A "list sheet" at the beginning of each folder identifies the dates, but not the contents, of documents in the file; still-classified documents have been withdrawn without other indication of removal. Each file includes as part of its file designation the date of its earliest document. This allows a differentiation among several subjects included within the same decimal number; thus, CCS 381 (6-15-45) pertains to preparations for a British-American staff conference, CCS 381 (1-11-44) and CCS 381 Germany (12-1-42) detail operational planning in Europe, and CCS 381 (3-27-42) assesses Axis intentions for 1942.

**I.63** The minutes of meetings of the Combined Chiefs of Staff, the Joint Chiefs of Staff, and associated committees and organizations are arranged alphabetically by name of organization under decimal CCS 334 in the **subject** subseries. The minutes vary from brief summaries to near-verbatim transcripts, and are often accompanied by detailed studies and reports. This file category also includes minutes of combined staff discussions at the major international conferences during the 1942-45 period, arranged according to the codename of the conference (e.g., CCS 334 SEXTANT).

**I.64** In addition, a number of subject files record the principal actions of the CCS and JCS. File CCS 016 (1-24-44) provides a compilation of decisions made by the CCS, the JCS, and the Joint Deputy Chiefs of Staff on behalf of the JCS from January 1944 to August 1945. Summaries of the status of policy papers under CCS/JCS consideration from February 1942 through the end of the war are found in CCS 313.4 (2-8-42) (1). Additional status reports on CCS/JCS

directives and papers are located in CCS 319.1 (4-30-44) and CCS 319.1 (9-12-42).

**I.65** The records reflect the paramount role of the CCS and the JCS in the formulation of Allied strategy. Detailed discussions of strategy and planned operations are found in the minutes described above (CCS 334). Files CCS 370 (5-21-43) and CCS 381 (4-24-43) treat considerations of grand strategy and planning. Operations planned and undertaken in the Mediterranean theater are described in both subseries at CCS 381 (7-24-42), CCS 381 Sicily (1-20-43), CCS 381 (4-23-43) and CCS 381 (10-24-43). Plans and operations on the European continent are detailed in both subseries at CCS 381 (3-23-42), CCS 381 (8-20-43), CCS 381 (1-11-44) and CCS 381 Germany (12-1-42). In the Asiatic and Pacific theaters, files CCS 381 Pacific Ocean Areas (6-10-43), CCS 381 Burma (8-25-42), CCS 381 Chinese Theater (12-7-43) and CCS 381 Japan (8-25-42) document Allied operational planning, while CCS 373.11 Japan (8-20-43) traces the evolution of the American strategic bombing of Japan.

**I.66** Intelligence material is widely scattered throughout the files. In addition to minutes of intelligence organizations' meetings, decimal 350.05 includes subject files for many intelligence topics, particularly in the formal reporting and dissemination of intelligence. Evaluations of enemy capabilities and intentions are generally found under decimal 381, notably CCS 381 (3-27-42), CCS 381 (6-4-43), CCS 381 Germany (2-3-42), and CCS 381 Japan (4-23-42). Information on communications intelligence and security is scattered among several subject files under decimal 311, including information on radio and radar intelligence and countermeasures. Finally, file CCS 319.1 (11-7-44) provides extensive information on the activities of the Combined Intelligence Objectives Subcommittee (CIOS), including numerous interrogations of captured German scientists and technical specialists.

**I.67** As the Office of Strategic Services (OSS) fell under JCS supervision, the latter's



records incorporate many originated by OSS. These include budget estimates (CCS 111 (6-17-42)); a monthly activity report for October 1942 (CCS 319.1 (9-15-42)); reports of OSS operations in various theaters (CCS 319.1 (11-4-43), CCS 350.05 European Theater (8-4-44), and CCS 385 European Theater (4-12-43)), general information on the organization of OSS (CCS 385 (2-8-42)), and transportation of OSS personnel (CCS 510 (2-24-43)). In addition, the OSS summary publication "The War This Week" for the period April 2, 1942-January 7, 1943 are located in CCS 000.76 (4-10-42).

**I.68** Reflecting the many activities of these combined and joint organizations, the files cover a wide range of additional topics. Major subjects include general questions of supplies and munitions production and allocation, under decimal numbers 400.17 and 400.3; the production and employment of aircraft, 452; merchant and naval ship construction, 561.4; the treatment of prisoners of war (both Allied and Axis), 383.6; technological developments in the use of radar and radio, 311; and war crimes against Allied military personnel, 000.5. Among more specialized topics, information on chemical and biological warfare will be found in CCS 385.2 (12-17-43) and CCS 441.5 (8-27-42); on civil affairs in CCS 014 (3-22-43), CCS 383.21 (7-3-43), CCS 383.21 Germany (2-22-44) and CCS 383.21 Japan (3-13-45); and on planning for the postwar global network of U.S. military bases CCS 360 (12-9-42).

**I.69** Although many records of the CCS' Munitions Assignments Board in Washington are included among the 1942-45 subject and geographic files (particularly under CCS 334), the main body of that organization's records are located among the Records of International Military Agencies, RG 333, and are described in chapter IV.

**I.70** Many of the files originated in the 1942-45 period are continued in **subject and geographic decimal files, 1946-47**; e.g., file 000.5 (3-13-45) sections 4 and 5 documents the

postwar apprehension of war criminals. Some files in the 1946-47 series were created in 1944-45 but included so many postwar materials that they were filed in the later series (e.g., CCS 014.31 (4-21-44) and CCS 020 (10-4-44)).

**I.71** In contrast to other declassified records, JCS documents withdrawn for continued security classification are not so indicated by withdrawal cards, but can be deduced by comparison with each folder's index sheet.

**I.72** Several **microfilm and card-indexes** facilitate access to individual documents within the 1942-45 subject and geographic series. As these finding aids include references to records withdrawn as security classified and to records dated from 1945 to 1953, they remain security classified and may be used only by NARA staff members with security clearances.

**I.73** Records of most of the various committees of the CCS and JCS are no longer extant. **Subject and geographic files of the Combined Civil Affairs Committee, 1942-46** (ca. 51 ft.), duplicate the subseries, decimal, and chronological arrangement described above. The records document the activities of this and the related Joint Civil Affairs Committee in coordinating civil affairs policies in occupied or liberated areas. Decimal 334 within the **subject** subseries includes the minutes of both committees, their subcommittees, and meetings with related organizations (including the European Advisory Commission and the United Nations Relief and Rehabilitation Administration). The subject files also provide much information on fiscal planning and currency matters (decimal 123) and civilian requirements and relief (400). Within the **geographic** subseries, civil affairs policy directives and papers are located in decimal 014 under the country name (e.g., CCAC 014 Japan (9-20-44)); the subseries includes substantive information for the Balkans and Korea, as well as for Germany, Italy, and Japan. A country and subject index to the series precedes the subject files.

**I.74** A second exception concerns the **general records of the Joint New Weapons**

**Committee, 1942-46** (33 ft.), a JCS organization that facilitated research and development of new weapons and equipment. The records are loosely arranged in three successive subject files. At the end of the first subject subseries are stenographic notes and transcripts of the Committee's meetings, May 1942-March 1946. The second and more comprehensive subseries incorporates the files of the Committee's subordinate committees and panels, especially of the Guided Missiles Committee, Radar Working Committee, Solar Subcommittee, and Rocket Propellant Panel. The final subseries consists of formerly "top secret" subject files maintained by the Committee. These subseries include extensive information about guided missiles, radar, and the preparation of training films for specific items of equipment or operational techniques, as well as data regarding antisubmarine warfare, biological warfare, German secret weapons (under codename CROSSBOW), rockets, and the introduction of operations research techniques in the evaluation of combat performance.

**I.75** The dates covered by these records range from October 1941 to July 1946, when the Committee was replaced by the Joint Research and Development Board; a copy of the minutes of the latter organization's first meeting, July 18, 1946, is filed in the second subseries. Closely related are the records of the New Developments Division, War Department Special Staff, RG 165, described in chapter VII.

**I.76** The **Chairman's files of Admiral William Leahy, Chairman of the Joint Chiefs of Staff, 1942-48** (7 ft.), particularly document the coordination of strategy and policy between the JCS and the President. The records are arranged in a subject file that includes general regions and countries (e.g., "China," "Europe," "Pacific Area"); general subjects ("Lend-Lease," "Palestine-Arabs and Jews," "Prisoners of War"); specific events ("Berne Surrender Controversy," "Germany-The Berlin Airlift 1948"); and individuals ("General de Gaulle"). Additional subject files consist of messages exchanged among Presidents Roosevelt and Truman, Prime

Ministers Churchill and Attlee, and Soviet Marshal Stalin, as well as State Department message files and memorandums to and from the President, 1943-49. Much of the material pertains to the major Allied wartime conferences and to political developments in the 1945-48 era. An index to the contents of each subject file is located at the beginning of the series.

**I.77** The **Dr. Edward P. Lilly papers on psychological warfare, 1945-51** (6 ft.) constitute a collection of material for a manuscript history of American psychological warfare during World War II. From 1945 through 1951 Lilly, a historian employed by the JCS Historical Office, collected copies of records, typed excerpts from relevant documents, transcripts of postwar interviews, and correspondence with military and civilian officials for his study. Except for several draft chapters and miscellaneous notes that begin and conclude the series, the records are arranged in an alphabetical subject file. In addition to extensive "chronological" and "psychological warfare planning" files, subjects covered include geographic areas (e.g., China, North Africa, Okinawa); Allied operational commands (e.g., AFHQ, CINCPAC, SHAEF); and organizations engaged in psychological warfare operations (e.g., OSS, Office of War Information (OWI), Op-16-W of the Navy). Although most of the information pertains to Allied operations, some data regarding German propaganda is included.

**I.78** Among the remaining series of CCS and JCS records of World War II, **minutes of meetings of international conferences, 1941-45** (1 ft.) consist of bound volumes of minutes and associated documents of the major international conferences, December 1941-July 1945, arranged chronologically by conference codename (e.g., ARCADIA, QUADRANT). Historical monographs detailing the **history of the Joint Chiefs of Staff in World War II** (2 ft.) include Stacey B. Kittredge, "The Evolution of Global Strategy" (also reproduced as National Archives Microfilm Publication T1174); L. M. Guyer, E. A. Peterson, Abbot Smith, et al., "The War Against Germany"; Grace P. Hayes, "The War



Against Japan"; and Vernon E. Davis, "Organizational Development." **Instruments of surrender and armistice** (1 ft.) consist of the German surrender documents signed at Lüneburg, May 4, 1945; Reims, May 7, 1945; and Berlin, May 8, 1945; Japanese surrender documents signed in Tokyo Bay, September 2, 1945; and subsequent surrenders in Asia and the Pacific, September 1945. The last series, together with official copies of the Korean Armistice Agreements of 1953, are reproduced on National Archives Microfilm Publication T826.

**I.79** CCS and JCS records maintained by the Office of the Chief of Staff, U.S. Army, are included among the Records of the War Department General and Special Staffs, RG 165, and are described below. JCS and CCS records retained by AAF representatives are in the **partially declassified top secret decimal correspondence file, 1942-54**, Office of the Director of Plans, Records of Headquarters, U.S. Air Force, RG 341. The disposition of copies of JCS/CCS records retained by U.S. Navy representatives is unknown.

**I.80** British records of Combined Chiefs of Staff origin are in the custody of the Public Record Office, Kew, England, under the classification CAB 88. These records should also be consulted regarding combined operational planning. The Public Record Office also retains custody of records of the British Joint Services Mission, Washington Office Files (CAB 122) and of the London Munitions Assignments Board (CAB 92 and CAB 109).

## RG 165 RECORDS OF THE WAR DEPARTMENT GENERAL AND SPECIAL STAFFS

### Chief of Staff

**I.81** The position of Chief of Staff, U.S. Army, dates from the establishment of the War Department General Staff in 1903. In 1921, with the reorganization and strengthening of the General Staff, the Chief of Staff became the

military head of the Army, responsible for the planning, development, and execution of the military program. The Chief of Staff served as adviser to the Secretary of War and the President on matters affecting the military, advised Congressional committees on legislation concerning the military, and represented the Army in conferences with the State Department and other branches of government. Directly responsible to the Chief of Staff were the five divisions of the General Staff: Personnel (G-1), Military Intelligence (G-2), Organization and Training (G-3), Supply (G-4), and War Plans (later Operations). During the period 1936-42, the Chief of Staff also acted as Commanding General, Field Forces. Under the direction of Gen. George C. Marshall, Chief of Staff from September 1, 1939, through the end of the war, the Office of the Chief of Staff (OC/S) developed into the central command post for American military operations around the globe. During the war the Chief of Staff also served on both the Combined Chiefs of Staff and the Joint Chiefs of Staff, as well as on the Secretary of War's War Council. From 1938 to 1943 he was a member of the Standing Liaison Committee, a working group composed of representatives of the Departments of War, Navy, and State to coordinate military and foreign policies toward Latin American nations.

**I.82** The OC/S included the Chief of Staff, three Deputy Chiefs of Staff (including one each for Air and the Armored Forces), a Secretary of the General Staff (later redesignated the Secretariat), and five Assistant Chiefs of Staff, who directed the five General Staff divisions. From 1936 through the end of the war, the OC/S also included the War Department General Council, a group that met to review and discuss War Department activities on a regular basis. During the war the OC/S Secretariat included the War Department Classified Message Center, the office that regularly processed signal communications exchanged between Army field commands and Washington. In 1944 the Strength Accounting and Reporting Office and the Person-

nel and Administration Branch were added to the OC/S.

**I.83** In March 1942 General Marshall initiated a major reorganization of the War Department that granted broad discretionary powers to the chiefs of General Staff divisions and to the commanding generals of the newly established Army Ground Forces, Army Air Forces, and Services of Supply (later Army Service Forces). This eliminated many of the Chief of Staff's administrative duties and freed him to concentrate on strategy and major operations abroad through the Operations Division (OPD) for the remainder of the war. Marshall remained in office until November 1945, when he was succeeded by Gen. Dwight D. Eisenhower.

**I.84** **Formerly security-classified general correspondence, 1920-42** (8 ft.), of the Chief of Staff provides much information on the prewar period, American preparations for war from 1939 to Pearl Harbor, and American military operations from December 1941 to May 1942. The records are arranged according to a numerical scheme from 1 through 21500, with individual documents assigned subordinate item numbers; e.g., a report on the German invasion of Crete in May 1941 is designated as numerical file 21090, item 53 (21090-53). The numerical files generally represent specific subjects; e.g., file 14110 concerns U.S. air defense, 21224 pertains to the U.S. occupation of Iceland in 1941, 21151 details personnel procurement and selection, and 21157 relates to the development of new weapons. Other subjects are scattered among several files; military operations against Japan, for example, are described in files 18136 (particularly regarding the Philippine Islands), 21347, and 21368 (especially regarding the Netherlands East Indies). Included is correspondence with the Secretary of War, not duplicated in any other collection of records. The series apparently terminated with the War Department reorganization described above.

**I.85** It should be noted, however, that extensive gaps exist in this series with no indica-

tion of the final disposition of the missing files. For example, only a handful of the first 7,000 numerical files, largely pertaining to military activities in the 1920's, are available. File 21090 contains observations of the European War, 1939-1942, but at least 44 of 65 indexed items are missing.

**I.86** Two indexes facilitate access to the series. The **subject card index to the formerly security-classified general correspondence, 1920-42** (3 ft.), is arranged alphabetically by subject and thereunder chronologically. Each index reference includes the date and an abstract of each document relating to the subject, together with the pertinent numerical file and item numbers. **Tally cards for the formerly security-classified general correspondence, 1920-42** (7 ft.), provide listings of the contents of the numerical files from 120 through 21500. Arranged numerically, the cards provide dates and abstracts for each item within each numerical file, as well as annotations of the disposition or action taken within the Office of the Chief of Staff. Because of the noted gaps in the series, this index represents the only complete record of the original contents of the numerical files.

**I.87** Both indexes have been microfilmed as National Archives Microfilm Publication T1013, with the subject card index reproduced on rolls 1-17 and the tally cards reproduced on rolls 18-66. Access to some index rolls, index cards, and indexed records is restricted as they contain information that remains security classified.

**I.88** The numerical files were succeeded by **formerly security-classified general correspondence, 1942-47** (121 ft.), arranged in four chronological subseries (1942-43, 1944-45, 1946, and 1947) and thereunder according to the War Department decimal scheme. Documents within the decimal files are arranged chronologically. These files contain national security information formerly classified below the "top secret" level. The two subseries covering the World War II period (ca. 76 ft.) relate principally to organizational, personnel, and administra-



tive subjects, and document a close British-American liaison in administrative matters. Within both subseries, decimals 320.2 (troop strength and manpower requirements) and 334 (meetings of committees, boards, and commissions) provide substantial information on those topics; the latter includes minutes of meetings of the Combined Chiefs of Staff, Joint Chiefs of Staff, and subordinate committees. File 201 contains extensive correspondence pertaining to individual military personnel, arranged alphabetically; 095 contains correspondence of private American and British citizens and organizations with the Office of the Chief of Staff. Some data on operational planning can be found in file 381.

**I.89** The 1942-43 subseries includes a small group of project files that were not assigned decimal numbers but that are arranged alphabetically by countries, areas, military centers, and camps. The country and area files include intelligence assessments and reports on military operations. The 1943-44 subseries contains considerable information on military service of American blacks and race relations in the United States (file 291.2), military installations and commands (323.3), training camps and maneuvers (354), demobilization planning (370.01), the treatment of American and Axis prisoners of war (383.6), and reports of U.S. strategic bombing operations in Europe and the Pacific (384.3 and 384.5). Postwar processing of prisoners of war is described in file 383.6 of the 1946 subseries, which also includes information on demobilization (370.01) and the prosecution of war crimes (000.5).

**I.90** Indexes to the formerly security-classified **general correspondence, 1942-47** (88 rolls and 78 ft.), are arranged by individual year and thereunder according to the War Department decimal scheme. Each card index furnishes the file citation and date, an abstract of the contents, and the file disposition of the document indexed, with cross-references to additional index entries where the information is duplicated. The index for 1942 is microfilmed as part of National Archives Microfilm Publication T1014, with the

index to the alphabetically arranged project files reproduced on rolls 1-10 and the index to the decimal files reproduced on rolls 11-44. The index to the 1943 project files is reproduced on rolls 45-52 of the same publication, while the index to the 1943 decimal files through decimal 315 appears on rolls 52-88. The remainder of the 1943 index, and the indexes for subsequent years, are available only as originals. These serve as useful summaries for some categories of activities for each year (e.g., 334 War Department Decorations Board, for actions in approving or rejecting recommendations for unit and individual awards and citations).

**I.91** Information regarding high-level planning of strategy and policy is available in **formerly top secret general correspondence, 1941-47** (13 ft.), of the Office of the Chief of Staff. The series is arranged in four chronological subseries (1941-43, 1944-45, 1946, 1947) and thereunder according to the War Department decimal scheme. The first subseries (3 ft.) includes an alphabetically arranged collection of project files. The 1944-45 subseries (5 ft.) includes minutes of weekly staff conferences held by the Commanding General, Mediterranean Theater of Operations, U.S. Army, for the period November 6, 1944-December 28, 1945. (The latter were probably included because the officer who held this post, Gen. Joseph T. McNarney, was formerly Deputy Chief of Staff.) Information regarding strategy and operational planning can be found under decimal 381 and under the codenames of operations (e.g., SLEDGEHAMMER, TORCH) under "Codes" in the 1941-43 project series. In addition to organizational data on the Combined Chiefs of Staff, Joint Chiefs of Staff, and subordinate committees, file 334 in the 1944-45 subseries includes weekly status reports on actions taken by the Operations Division on CCS and JCS directives, October 1944-September 1945. File 337 documents meetings of the State-War-Navy Coordinating Committee (SWNCC), January-December 1945. U.S. biological warfare is treated in file 385 (in the 1944-45 subseries); file 385.2 pro-

vides information on new weapons developments, including data regarding German V-1 rockets.

**I.92** The formerly top secret card index to the top secret general correspondence, 1942-47 (4 ft.), is arranged in one subseries for the 1941-1945 period and two subseries for 1946 and 1947. The index furnishes the same information, and in the same format, as that found in the indexes to the formerly security-classified general correspondence. It has not been micro-filmed.

**I.93** Among the remaining series of records of the Office of the Chief of Staff, the most significant consists of minutes and notes of conferences, 1938-45 (4 ft.). These are arranged as follows: (1) Reports and memorandums on National Defense Emergency Planning measures, 1939-40; (2) notes prepared for meetings of the War Council, March 1942-November 1943, summarizing military operations in all theaters; (3) records of conferences involving the Chief of Staff; (4) memorandums to the Chief of Staff, February 1942-November 1945, primarily relating to administrative and personnel matters (including the awarding of decorations); and (5) daily summaries of official papers processed by the Secretary, General Staff, July 1940-February 1941, and of correspondence to the Chief of Staff (much of it from private citizens), December 1941-March 1944. The records of conferences involving the Chief of Staff are particularly valuable as they include meetings with the President and the Secretary of War, November 1938-September 1941, the minutes of meetings of the War Council, January 1942-February 1943, War Department General Council meetings, 1939-1942, and staff meetings within the Office of the Chief of Staff, May 1940-March 1942.

**I.94** Minutes of conferences of Joint Chiefs of Staff and Combined Chiefs of Staff, and transcripts of war plans testimonies, 1939-47 (5 ft.), were originated by the Deputy Chief of Staff, and are arranged loosely by subject. These include testimonies given by

Army and Navy officers on the proposed reorganization of the armed forces, July 1945; papers and minutes of meetings of principal World War II Allied military conferences, 1941-45 (micro-filmed as National Archives Microfilm Publication M995); and papers of the Joint Deputy Chiefs of Staff and other JCS and CCS committees, 1943-45. There are also miscellaneous reports and studies, including a survey of the status of U.S. guided missiles, March 1946; a strategic estimate of U.S. global interests, October 1941; reports on German surrender negotiations, 1944-45; and considerations of Allied strategic policy in the event of a Soviet collapse, August 1942.

**I.95** The Secretariat's reading file, 1939-42 (1 ft.), arranged chronologically, relates primarily to administrative and personnel matters, and includes periodic situation reports of military operations in Europe, October 1940-May 1941; logistics; and military assistance to Great Britain, 1940-41. Formerly security-classified radiograms, 1942 (3 ft.) are arranged alphabetically either by command designation (e.g., "ABDACOM," "AMSEG-Cairo") or by geographic name (e.g., "Alaska," "South America") and thereunder by "outgoing" and "incoming," for the period January-May 1942. Formerly security-classified cables and correspondence with the White House, 1939-46 (less than 1 ft.), deal principally with personnel and protocol matters. Formerly security-classified confidential notes of the Secretary of the General Staff, 1938-45 (2 ft.), include minutes of the meetings of the Standing Liaison Committee, February 1938-June 1943 (primarily concerning Latin American defense issues); various subject files (including reports on the projected construction of American bases in former British possessions, 1941); and correspondence files pertaining to personnel and administrative matters, February 1943-October 1944 and August-November 1945.

**I.96** Two series of records pertain largely to planning for postwar reorganization of the armed forces. Papers of General O. L. Nelson



**(Deputy Theater Commander and Chief of Staff, Mediterranean Theater of Operations) relating to the unification of the armed forces, 1938-46** (2 ft.), are arranged alphabetically by subject. The files include congressional testimony, proposed plans for War Department reorganization, and a 1937 study on relations between the Army and the Navy. Also included are reports of inspection tours of U.S. Army overseas bases, 1943-44; memorandums exchanged between Marshall and Deputy Chief of Staff Gen. Joseph McNarney; and minutes of meetings of the Board of Managers, Army Emergency Relief, 1944-46. **The formerly security-classified Patch-Simpson Board reports relating to the postwar organization of the War Department, 1938-46** (4 ft.), constitute a collection of reports and testimony arranged loosely by subject. Much of the information is arranged according to service branch (e.g., transportation, medical, Army Air Forces); included are interviews of senior officers, including Gen. Dwight Eisenhower.

**I.97** Related to these records, although not integral to those of the Chief of Staff, are **formerly security-classified records relating to the special communications circuit for handling "Prime-Potus" (Prime Minister-President of the United States) messages exchanged during and after the war by the President (Roosevelt and Truman), the British Prime Minister (Churchill and Attlee), and their high-ranking advisers, 1942-47** (1 ft.). Maintained by the Office of the U.S. Military Attache in London and arranged chronologically, these highest-level communications relate to Allied strategic and diplomatic planning, January 1942-February 1947. A chronological register of the messages exchanged is located at the beginning of the series.

**I.98** Additional series of Chief of Staff records are described in chapters II and XI. Other records originated by the Chief of Staff regarding World War II strategy and planning can be found among the records of the Joint Chiefs of Staff, RG 218, and the War Plans

Division/Operations Division, RG 165, described in this chapter. George C. Marshall's personal papers are in the custody of the Marshall Research Foundation in Lexington, VA. The papers include shorthand notebooks kept by the secretary of General Marshall, July 1942-November 1945 and donated to the Foundation by the National Archives in 1977.

### War Plans Division/Operations Division

**I.99** The War Plans Division (WPD) of the War Department General Staff was established in February 1918, assuming the essential functions of the former War College Division. The War Department reorganization of 1921 constituted WPD as the fifth division of the General Staff, with primary responsibility for the formulation of strategic war plans. WPD would also provide a nucleus of officers for a General Headquarters (GHQ) to direct operations in the field in the event of war. Lesser responsibilities of WPD included the location and armament of coastal and land fortifications and consultation with the Operations and Training Division (G-3) and the Supply Division (G-4) on major items of equipment.

**I.100** From 1921 to 1942 WPD developed plans for the employment of military forces in hypothetical situations, represented the Army in discussions of interservice strategic planning, and prepared studies for use at international conferences on armaments limitation. WPD's chief served as a member of the Joint Army and Navy Board. The strategic plans produced by WPD were known as "color" plans until 1940, when they were superseded by the more comprehensive plans under the designation RAINBOW. WPD coordinated its activities with those of other General Staff divisions, but lacked authority to resolve differences. A General Headquarters was established in July 1940, with both training and operational responsibilities. The latter produced jurisdictional conflicts with WPD, which held direct operational responsibility for Hawaii, the Philippines, and other over-

seas departments after Pearl Harbor. The War Department reorganization of March 1942 abolished GHQ and revised and redesignated WPD as the Operations Division.

**I.101** Under the new command structure the Operations Division (OPD) became the wartime command post of the Chief of Staff for directing military operations in the field. Its responsibilities were broadened to include the peacetime preparation and supervision of mobilization and war plans, and the wartime preparation of plans and policies and the supervision of activities regarding the strategic use of the Army. As the largest and most powerful General Staff division, OPD employed an average of 150-200 staff officers during the war. In 1946, another War Department reorganization redesignated OPD as the Plans and Operations Division.

**I.102** Within OPD, the Strategy and Policy Group developed strategic plans and coordinated these with other military agencies of the United States and other Allied nations, working through the committee network of the Joint Chiefs of Staff and the Combined Chiefs of Staff. The Theater Group supervised planning of overseas troop movements and served as a small general staff for each theater of operations. OPD's Logistics Group correlated logistical resources and requirements with strategic plans, and prepared status reports and projections of Army units and troop strength. The Current Group was established in 1944 to receive and analyze reports of current military operations and to operate a school for the special training of task-force and other commanders. A Pan-American Group evolved in 1945 from the American Theater Section of the Theater Group to coordinate planning and policies for the defense of Latin American states.

**I.103** The directors of the War Plans Division after the outbreak of World War II included Gen. George V. Strong (October 1938-December 1940) and Gen. Leonard T. Gerow (December 1940-February 1942). The wartime chiefs of the Operations Division were Gen. Dwight D. Eisenhower (February 1942-June

1942), Gen. Thomas T. Handy (June 1942-October 1944) and Gen. John E. Hull (October 1944-September 1945).

**I.104** Most significant of the five series of WPD records is **formerly security-classified general correspondence, 1920-42** (103 ft.). The series is arranged according to a numerical filing scheme, in the larger files of which individual documents are assigned subordinate item numbers and arranged chronologically. The subjects covered by the numerical file include general and specific topics and geographic areas. A file plan at the beginning of the series lists the numerical files and their subjects, including subordinate item numbers and subjects.

**I.105** Use of the correspondence files is impaired by several filing inconsistencies that probably resulted from the 1942 reorganization. Many file numbers were either never used or their contents were redistributed to later files; only a handful of the first 150 numbered files, for example, are extant. Subordinate item numbers often consist only of cover sheets indicating the disposition within WPD of the document listed in the file plan. In addition, numerous files were transferred to other series without comprehensive cross-references. The files for the "color" and RAINBOW war plans, for example, were transferred to the top secret correspondence files (described below); yet pertinent documents sometimes remain in the general correspondence files (e.g., file 870, Color Plan BLUE), as do related files on administrative aspects of these war plans (e.g., 3493 and 3800). Additional files have been removed to OPD formerly top secret general correspondence relating to the location and leasing of Atlantic bases in former British possessions, Allied military conferences of World War II, and plans for strategic direction of operations of military forces in theaters of operation (also described below).

**I.106** For the interwar period, file 599 (the largest in the series) details international disarmament conferences and provides intelligence assessments of foreign powers' military capabilities. Files 635, 888, 3774, 3798, 3807, and 3809



furnish information on the development of U.S. military aviation. The buildup of the U.S. Army during the 1939-41 period is described in files 3674 and 4161, while the production and procurement of materiel is treated in 4321 and 4494. Extensive documentation of U.S.-British staff conferences, December 1940-January 1942, is in file 4402, and of Soviet-American negotiations of lend-lease aid in 4557. Files 3251, 4544, 4559, 4622, and 4639 all describe military operations in the Far East after Pearl Harbor; 4628 and 4630 document the early movement of troops and supplies to Australia, and 4389 concerns American military assistance to China.

**I.107** The series also extensively documents the establishment of American island bases on former British possessions and other islands in the Western Hemisphere during the 1940-41 period. Included is information regarding the island bases on Iceland (file 4493); Greenland (4173, 4482, 4490); and Bermuda and other former British possessions in the Caribbean (4351). File 4330 details negotiations with Canada on common defense issues during this period.

**I.108** In addition to WPD records transferred to OPD files, original WPD planning materials (including final versions and variations of specific war plans) can be found among the Adjutant General's Office (AGO) **plans for the defense of the United States and its possessions, 1920-48**, and AGO **central correspondence files, 1926-54**, RG 407, described in this chapter. Additional WPD records are also located among the records of the Joint Board, RG 225, and among the OPD's **formerly top-secret "American-British Conversations" correspondence ("ABC File"), 1940-48**, RG 165; both collections are also described in this chapter.

**I.109** **Formerly top secret correspondence relating to mobilization plans ("Color" and "Quickfire"), 1922-42** (5 ft.), is arranged alphabetically by name of color plan, except for the last, codenamed QUICKFIRE. The plans project the strategic deployment and objectives of U.S.

forces in hypothetical situations; many plans also include data on initial mobilization as well. Plan WHITE describes a possible military takeover of the United States in the event of a domestic emergency. The detailed and comprehensive plans ORANGE and RAINBOW provide the general framework of American grand strategy at the time of the U.S. entry into the war. Plan QUICKFIRE was drafted entirely by the Operations Division in October 1942 and concerns a proposed U.S. operation in the Middle East (Palestine, Lebanon, Syria) as an alternative to the invasion of French North Africa (Operation TORCH).

**I.110** **The name and subject index to the general correspondence of the War Plans Division, 1921-42** (9 ft.), facilitates access to both the numerical and top secret correspondence files. The alphabetically arranged card index includes names of individuals who were the subjects of correspondence, names of companies and associations, names of military bases, codenames of operations (including those under the index heading "war plans"), geographic locations, acronyms of military commands (e.g., "ABDA Area"), and general topics. Some subjects are indexed under several entries; U.S. military aviation, for example, will be found under "Aeronautical Board"; "Air Corps, U.S. Army"; and "Air Service, U.S. Army," among others. Each index card typically includes several cross-references to documents, each of which is identified by file and subordinate item number, date, and an abstract of its contents. The cards also include references to OPD decimal files established after the War Department reorganization, indicating the index's continued use through the spring of 1942. The index has been microfilmed as National Archives Microfilm Publication M1080.

**I.111** Of the remaining WPD series, **formerly security-classified general correspondence of the Joint Army-Navy Board, 1910-42** (10 ft.), consists of Joint Board papers retained by the Chief of WPD. The series essentially duplicates the arrangement and content of the

Joint Board records previously described. The series does, however, include handwritten annotations and supplementary studies not found in the Joint Board records; for example, the WPD file for J.B. 325, serial 634 includes Joint Planning Committee reports and memorandums that closely examine the feasibility of a proposed plan of operations.

**I.112 Formerly security-classified General Headquarters ("GHQ") correspondence, 1941-42** (8 ft.), constitutes operational records of the short-lived GHQ. The arrangement of the files varies according to GHQ staff section or field command, comprising GHQ's G-1 Section (arranged by subject), the G-3, G-4, and Engineer Sections (arranged according to the War Department decimal scheme, often followed by miscellaneous subject files), and the Iceland Base Command and the Northern Ireland Sub-Theater (arranged by a combination of decimal and subject schemes). The files provide a wealth of information on the movement and supply of U.S. troops to Iceland (codenamed INDIGO) and Great Britain (largely under the codename MAGNET) between the summer of 1941 and the spring of 1942. A larger collection of GHQ, U.S. Army records, including additional operational data, is located among the Records of Headquarters Army Ground Forces, RG 337, described in chapter III.

**I.113** In documenting the Operations Division's activities, OPD records demonstrate the relationship between the planning and the implementation of Allied strategy during the war, and include considerable data on the conduct of operations. Although these records are extensive (ca. 1,000 ft.), they are fairly well organized and indexed. The largest series, **formerly security-classified general correspondence, 1942-45** (537 ft.), consists of reports, memorandums, and correspondence containing national security information formerly classified below the top secret level. Most of the series (ca. 463 ft.) is arranged according to the War Department decimal scheme, thereunder by case numbers that are usually chronological. Two

smaller subseries, comprising collections of "201" name files (for specific senior and staff officers) and of project files (for specific subjects or geographic areas), complete the series. At the beginning of each file in the decimal and "201" subseries is a master sheet ("list of papers") that lists the contents of each file, providing the identification of originator, recipient, date, and synopsis of contents for each case number (including references to withdrawn or transferred items).

**I.114** All files in the **decimal** subseries include the prefix "OPD." As illustrated below, a single subject may be located among several files. Where appropriate, these files incorporate geographic areas and military commands and departments subsequent to a general subject entry; thus file OPD 320.2 provides general information on the activation and strength of U.S. Army units, while files OPD 320.2 Africa through 320.2 Western Defense Command detail this information for specific areas and commands. Occasionally, however, significant differences distinguish files sharing the same decimal classification; OPD 385, for example, contains general suggestions (often from private citizens) on military strategy, while OPD 385 Chemical Warfare Program documents specific U.S. chemical warfare projects and intelligence on Axis efforts in the same field.

**I.115** The planning and conduct of military operations, the most significant among numerous topics covered, receives extensive treatment. Files OPD 381 through 381 TORCH (including separate entries for each theater of operations) document the formulation and coordination of strategy and operational planning, as well as the general execution of these plans. After-action reports, summaries of combat lessons learned and other operational data are located in OPD 319.1 through 319.1 Southwest Pacific Area. A large collection of the daily situation reports prepared by the G-3 (Operations) Section of Allied Forces Headquarters (AFHQ) in the Mediterranean theater, April 1943-May 1945, is located in OPD 300.6 European Theater of



Operations. File OPD 350.05 Daily War Department Summaries provides a daily recounting of current operations and reported combat incidents, June 1942-August 1943. Intelligence data regarding Axis unit strengths and losses can be found in OPD 350.05 through 350.05 Russia and OPD 336.2 Germany through 336.2 Japan. Strategic estimates of German and Japanese capabilities and intentions are located OPD 380 Axis.

**I.116** Minutes of meetings involving OPD participation are filed under OPD 334.8. Most notable among these are the minutes of the War Department General Council, May 1942-December 1945, which constitute a virtual war diary of the General Staff's activities during this period, including OPD's weekly summary of overseas combat operations. Files OPD 334.8 Office of Strategic Services (OSS) and OPD 334.8 Office of War Information (OWI) detail those organizations' relations with the Army. There are also files concerning the Combined Chiefs of Staff, the Joint Chiefs of Staff, and their subordinate committees.

**I.117** Information regarding U.S. military aviation in the series is scattered and uneven. Some information on aerial bombardment operations is located in OPD 353.4, and some operational reports can be found in OPD 319.1. A number of aerial reconnaissance reports and photographs are included in OPD 350.08. Data concerning aircraft allocation and strength is located in files OPD 452.1 through 452.1 Venezuela. File OPD 580 pertains to general aviation issues; OPD 580.82 and OPD 686 Africa through 686 Newfoundland detail airfield construction and maintenance.

**I.118** The wide range of topics covered in these files also includes U.S. relations with, and technical and material aid to, other Allied nations (OPD 336 through 336 Yugoslavia and OPD 400.3295); information on policies regarding Allied and Axis prisoners of war (POWs) throughout the war (OPD 381 POW); civil affairs planning for occupied areas under U.S. military government (OPD 014.1 through 014.1

Pacific Theater of Operations and OPD 336 Germany and Japan); logistical support for combat units (all OPD files under numbers 400 through 451 and 460 through 475); the installation and use of radar (OPD 413.68 through 413.68 Western Defense Command); and details of U.S. seacoast defenses (OPD 660.2 through 660.2 Underwater Detectors).

**I.119** The "**201**" **name file subseries** (25 ft.), arranged alphabetically by surname, consists of personnel data for officers who served in OPD and for Army and Navy officers who communicated directly with OPD during the 1942-46 period. These are not complete service records, they simply recount duty assignments, transfers, requests for leave, and commendations for awards for this period; many folders also include performance evaluations. Some files include substantive operational data; e.g., the file for Gen. Follett Bradley details his mission to the USSR to establish an air ferry route for material aid, July-December 1942. For other individuals, only cross-reference sheets are provided with citations to relevant materials in the OPD decimal subseries. Although there are no files for Generals Marshall or Eisenhower, extant "201" files include Adm. Ernest J. King; Gens. Douglas MacArthur, Henry H. ("Hap") Arnold, Omar Bradley, George S. Patton, James Doolittle, and Courtney Hodges; OSS Director Col. William J. Donovan; and Capt. Eddie V. Rickenbacker. Due to their privileged content, access to these files is subject to the general restrictions of the National Archives.

**I.120** The **project files** subseries (49 ft.) constitutes an invaluable collection of reports, operational studies, conference notes, and subject files, arranged alphabetically by title or subject. The files include many items formerly classified top secret. Most of the files pertain to operations in the Pacific theater, including operational plans for the invasions of the Mariana Islands (under codename FORAGER); the Philippine Islands (under codenames GEORGE, KING, MIKE, MONTCLAIR, MUSKETEER, and VICTOR); Iwo Jima (DETACHMENT); Okinawa (ICE-

BERG); and Japan proper (BLACKLIST, CORONET, DOWNFALL, and OLYMPIC); topographical surveys of Pacific island groups; tactical plans, operations orders, and some action reports for U.S. Navy task forces' operations in the Pacific, filed under "Task Forces" (e.g., Task Forces 51 and 52 for the invasion of Okinawa, Task Force 56 for the assaults on the Marianas and Iwo Jima); and daily summaries of aerial operations against Japan (filed under American Theater Operations Reports, May 1944-March 1945, and XX and XXI Bomber Command Reports, May-August 1945).

**I.121** Daily summaries of operations are available for the European theater of operations, March 1943-June 1945, the Mediterranean theater of operations, August 1944-April 1945, and the North African theater of operations, January-October 1944; there are also aircraft status reports for the Eighth and Ninth Air Forces, August 1943-October 1944. Information concerning U.S. military assistance and cooperation with Latin American nations, particularly for the 1940-42 period, can be found in the files for the Joint Advisory Board on American Republics (including original records of that agency), the Pan-American Group, Records of Conversations, and Spanish Documents. Files documenting the central coordinating role of OPD includes digests of messages received by OPD, June 1942-June 1943, and transcripts of telephone conversations of OPD officers with senior Army and Navy officials, June 1943-August 1945.

**I.122 Formerly top secret general correspondence, 1942-45** (59 ft.), is arranged in two chronological subseries, 1942-44 and 1945, and thereunder according to the War Department decimal scheme. Larger files are arranged by case numbers that are usually chronological; each file also includes a content list. The arrangement of subject matter duplicates that of the general correspondence files, but the top secret files more frequently reflect high-level policy decisions or deal with more sensitive topics. File OPD 385 TS, for example, provides more

detailed information on the nature and contemplated use of U.S. chemical and biological warfare efforts than can be found in its counterpart in the general correspondence. The most extensive of the top secret files are contained under decimals 320.2 (regarding U.S. Army organization, deployment, and strength) and 381 (the conduct of operations in all theaters). The latter file in the 1942-44 subseries includes detailed information on the Allied bomber offensive against Germany (case 113) and Operation OVERLORD, the Allied invasion of Normandy (case 217). Decimal 336 covers a broad range of foreign relations topics; e.g., file OPD 336 TS (1942-44), cases 140 and 152, detail U.S. air operations in support of the 1944 uprising of the Polish Resistance in Warsaw, while OPD 336 TS (1945), case 233, provides extensive data on the activities of the U.S. Military Mission to the USSR.

**I.123** Two indexes facilitate access to the OPD general and top secret correspondence (treated by both indexes as a single body), although neither index includes references to the project subseries of the security-classified general correspondence. **Cross-reference sheets to formerly security-classified correspondence** (12 ft.), representing general subjects arranged according to the War Department decimal scheme, provide citations to relevant documents by OPD file number, office, and date of origin, and a synopsis of contents. Particularly useful are the comprehensive cross-references to countries and geographic areas under decimal classification 091, arranged alphabetically (e.g., 091 Germany, 091 Greenland, etc.), as well as the cross-references to nonmilitary individuals and organizations under decimal 095 and to military personnel under decimal 201. Less significant is a **card index to correspondence** (14 ft.), arranged in three subseries for "troop movements," "messages," and "letters," each arranged numerically. The cards provide citations to OPD files and sometimes include abstracts of the documents they index.



**I.124** OPD files also include three collections of message files. The **microfilm copy of the secret message file of the Plans and Operations Division, 1941-47**, consists of 451 rolls of 16mm microfilm, reproduced as National Archives Microfilm Publication T979. Most of these (rolls 8-361) consist of radio communications, security-classified below the "top secret" level, received or dispatched by OPD from April 1, 1942, through December 31, 1947. Messages through December 31, 1945 (roll 361) have been declassified. They are arranged chronologically, with each day's messages divided into outgoing and incoming; each communication also has a CM-IN (Classified Message-Incoming) or CM-OUT (Classified Message-Outgoing) numerical designations, which run consecutively through each month. A register of messages received and sent usually precedes each day's collection. The subject matter ranges widely over administrative, personnel, logistical, and some operational issues, including information pertaining to forces of other Allied Powers.

**I.125** The first eight rolls reproduce the message files of the War Plans Division, December 7, 1941-March 31, 1942, which differ significantly from the OPD messages. The WPD messages, which include many documents classified as "Most Secret," the highest American security classification for this period, constitute the most complete collection of communications for the United States' first four months at war. Usually arranged chronologically, messages received consecutive case numbers but without the later distinction between those sent and those received. Separate numerical series were apparently also used for communications with specific stations. The message files are not limited to radio communications, but include reports, memorandums, transcripts of telephone conversations, and other correspondence. They are particularly valuable for the information they provide on defensive operations of U.S. and Filipino forces in 1941-42, many of the original records for which did not survive.

**I.126** Formerly top secret incoming and outgoing "OPD" messages, 1942-46 (24 ft.), are divided into incoming and outgoing subseries, arranged chronologically and thereunder by classified message incoming or outgoing number. The sensitive nature of these communications required special handling, and often involved direct messages among Allied theater commands and such general officers as Marshall, Eisenhower, MacArthur, and Stilwell on political and operational questions, especially those concerning relations among the Allied Powers. Incoming messages are dated April 19, 1942-December 31, 1945; outgoing messages are dated May 12, 1942-December 31, 1945. Included at the end of the series are transcripts of top secret telephone conversations among staff officers, primarily between Washington and theater headquarters, July 1943-December 1946.

**I.127** Formerly security-classified selected abstracts of messages of the Operations Division (OPD Logs), 1942-45 (4 ft.), consist of information copies of communications routinely forwarded to or maintained by OPD. Arranged chronologically, the files consist of complete messages that relate to strategic intelligence and military operations. They appear to be largely duplicated in the message files, but include some high-level communications (e.g., political intelligence from U.S. State Department representatives) addressed to other sections of the War Department. Incoming communications are dated April 1, 1942-August 17, 1945; outgoing communications, June 6, 1942-August 16, 1945.

**I.128** Formerly top secret "American-British Conversations" correspondence (or "ABC" File) relating to organizational planning and general combat operations during World War II and the early postwar period, 1940-48 (211 ft.), documents OPD's participation in joint or combined strategic planning and policy. Maintained by the Strategy and Policy Group during the war, the files are arranged according to the War Department decimal scheme and thereunder chronologically. They are similar in nature to the central and geographic

files of the Combined Chiefs of Staff/Joint Chiefs of Staff, whose documents they often duplicate. The files also include considerable information on postwar planning for Europe and Asia during the 1945-48 period.

**I.129** Each file designation includes the prefix "ABC," a decimal number, and the date of the first document in the file; lengthy files are divided into numbered sections, also arranged chronologically. As with the OPD general correspondence files, geographic areas, organizations, codenamed operations, and military commands are incorporated into the files subsequent to the general decimal entry (e.g., decimal ABC 381 is followed by 381 Alaska, 381 Atomic Energy Commission, etc.). Some files include index sheets that list their contents; more common are cross-reference sheets that refer to other ABC files related to the same subject matter.

**I.130** Information concerning operational planning is largely divided among the files under decimals 381 and 384. Plans and preparations for the Normandy invasion, for example, can be found in files ABC 381 (1-22-43), 381 BOLERO (3-16-42), 384 Europe (8-5-43), and 384 Northwest Europe (8-20-43). The role of the Strategy and Policy Group in operational planning is documented in file ABC 381 Strategy Section Papers. Assessments of fundamental U.S. policy and interests are located in ABC 336 (5-17-43).

**I.131** Individual subjects are often scattered among several files. For intelligence, general data and strategic estimates can be found under decimal 350.05; translations of captured Japanese and Yugoslav Chetnik documents are located in files ABC 350.09 Japan (6-8-44) and ABC 091.711 Yugoslavia (11-27-43), respectively; and ABC 334.8 Combined Intelligence Objectives Subcommittee (7-30-44) includes extensive interrogations and reports regarding German scientific and technical developments. Civil affairs planning for the occupation of Japan is principally located in ABC 014 Japan (4-13-44), while equivalent material for Germany is filed in ABC 387 Germany (12-18-43).

**I.132** Conversely, single decimal file classifications may cover several subjects. Most of the files under ABC 452.1 pertain to aircraft allocation, but ABC 452.1 (3-16-43) documents aerial operations against Axis submarines. The files under decimal 383.6 include information not only on Allied and Axis prisoners of war, but also on the investigation of alleged war crimes and the proposed elimination of bypassed Japanese garrisons. File ABC 471.6 (10-7-43) details plans for the use of guided missiles and for countermeasures against German V-1 and V-2 weapons; ABC 471.6 Atom (8-17-45) documents the development of the atomic bomb and its use against Hiroshima and Nagasaki.

**I.133** The **card index to correspondence in the "ABC" file** (45 ft.) consists of two subseries. The first provides an index to the numbered papers of the Allied Control Commission, the State-War-Navy Coordinating Committee, the Combined Chiefs of Staff, the Joint Chiefs of Staff, and their subordinate committees. Arranged alphabetically by organization and thereunder by paper number, the cards furnish references to the appropriate ABC file and section number and to the subject of the paper. The second subseries constitutes a comprehensive subject index, arranged alphabetically and thereunder chronologically for broader subjects (e.g., "equipment," "Germany"). These index cards include references to the ABC file and section number, related subject headings in the index, and a synopsis and date of the document indexed.

**I.134** Formerly top secret general correspondence relating to the location and leasing of Atlantic bases in British possessions, Allied military conferences of World War II, and plans for the strategic direction of operations of military forces in theaters of operations, 1940-45 (38 ft.), also known as the **OPD Exec. Files**, were maintained by the OPD's Executive Group primarily for the use of the Assistant Chief of Staff. Because of their closely restricted use and sensitive contents, the Exec. Files were neither systematically arranged nor indexed, but



grouped by general subject categories designated as "Exec." numbers, and thereunder by individual subject or chronological period, designated as "Item" or "Book" numbers. Records within the files are dated as early as 1920 and as late as 1947. A listing is included at the beginning of the series.

**I.135** Although all concern matters of high-level strategy and planning, the 17 general subject categories vary greatly in focus and extent. Some are quite specific: Exec. #3 deals entirely with planning for Operation HUSKY, the 1943 invasion of Sicily, while Exec. #13 details the establishment or leasing of air and sea bases in the area of the Atlantic Ocean, 1940-41. Other subject categories are defined by periods; Exec. #4, for example, pertains to prewar and early wartime strategic plans of the War Plans Division, 1931-42 (including original WPD documents withdrawn from the WPD general correspondence files). Still others, however, are general and extensive in nature; Exec. #10, for example, includes subordinate item numbers that detail military operations from Pearl Harbor through the organization and equipping of Free French forces, July-September 1944, as well as collections of OPD draft memorandums for President Roosevelt and Chief of Staff Marshall, March 1942-April 1945, and messages exchanged between Roosevelt and Prime Minister Churchill, March 1942-June 1945.

**I.136** Among the remaining series of OPD records, the most significant are **formerly security-classified reports, bulletins, messages, diaries, daily summaries and correspondence, 1941-47** (24 ft.), maintained by OPD's Current Group on a continuing basis during the war and arranged alphabetically by title or subject. These regular reports include the "OPD Diary" of messages received, actions taken, and current plans, March 1942-March 1947; the "Daily Summary of War Department Operational Decisions and Actions" and its successor, "War Department Operational Summary," December 1941-September 1946; "Daily Summaries (European theater of operations)," July 1944-July

1946, with the most detailed operational data; the "OPD Information Bulletin," January 1944-June 1945, with practical suggestions regarding battle tactics and equipment use; special weekly summaries, the "Monday Summary," December 1942-December 1945, and the "Tuesday Summary," September 1942-November 1943; and the "Daily Situation Summaries," August 1943-August 1945, primarily relating to Allied air operations in all theaters. (Much of this material is duplicated in the OPD formerly security-classified general correspondence, 1942-1945.)

**I.137** This series also includes the Current Group's bulletins of "Combat Lessons," 1944-45; Office of Naval Intelligence combat narratives on engagements off Midway and in the Solomon Islands, 1942-43; historical data for Allied operational commands (armies, corps, divisions) during World War II; and collected reports on operations in Burma, 1942, Buna (New Guinea), 1942-43, and the Rapido River attack (Italy), 1944.

**I.138 Formerly security-classified reports, station lists and directories, and correspondence relating to the requisition and allocation of troops in various theaters of operations, 1942-44** (3 ft.), arranged alphabetically by subject, were maintained by OPD's Logistics Group. The records include information on the activation, disbandment, and redesignation of Army units in all theaters; Army Post Office (APO) numbers assigned and revised for Army units; and weekly or daily activation and movement reports, primarily for AAF units, February 1945-September 1946.

**I.139** A number of records series cannot be identified according to individual office of origin within OPD. **Formerly security-classified correspondence relating to operations and mobilization planning, 1941-46** (2 ft.), arranged alphabetically by operations plan or geographic area, contains contingency and operational plans for anticipated and actual occupations of strategic areas (e.g., Dakar, Cape Verde Islands, northeastern Brazil, Liberia) in 1942. The files also contain data on U.S. forces stationed in Iceland,

Greenland, and Northern Ireland in early 1942, and include a history of OPD's Strategy and Policy Group. **Formerly security-classified troop redeployment and requirement forecasts, 1943-46** (4 ft.), arranged alphabetically by title or subject, include plans for the redeployment of U.S. forces, 1945, and general assessments of troop requirements, 1943-46.

**I.140 Directives, lectures, correspondence and other papers relating to the training of staff officers and the plans and operations of U.S. troops covering all theaters of operations, 1942-44** (3 ft.), arranged numerically by training group number (I-VIII), essentially comprise administrative and personnel data but include some information on amphibious training. **Completed cases of the Joint Communications Board ("JCB") and the Combined Communications Board ("CCB"), 1942-47** (2 ft.), document the use of communications and signal equipment, radar, and cryptographic systems, generally arranged chronologically. **Formerly security-classified World War II code words, 1941-46** (1 ft.), detail codenames used for actual and "cover" operations as well as for geographic locations; they are arranged by volume number and thereunder chronologically.

**I.141** Additional small series of OPD records are described in chapters V, X, and XII. The records of OPD's successor, the Plans and Operations Division, are located among the Records of the Army Staff, RG 319; records pertinent to World War II are described in this chapter.

#### Civil Affairs Division

**I.142** The Civil Affairs Division (CAD) was established within the War Department General Staff in March 1943 to formulate and coordinate U.S. military policy in the administration and government of captured and liberated areas. CAD also exercised policy control over the selection and training of civil-affairs personnel who were employed by the Provost Marshal General's Office to accomplish these tasks. The

division included the Director and his chief aides (collectively termed the Planners), the Economics and Relief Branch (a 1944 consolidation of the earlier Civilian Relief and Economics Branches), the Government Branch (originally the Military Government Branch), and the Personnel and Training Branch.

**I.143** The principal documentation of CAD consists of **formerly security-classified general correspondence, 1943-July 1949** (181 ft.), arranged in five chronological subseries (1943-44, January 1945-June 10, 1946, June 11, 1946-December 1947, January-December 1948, and January-July 1949), and thereunder according to the War Department decimal scheme. The larger decimal classifications (especially 014) are thereunder arranged alphabetically by country or by organization and thereunder chronologically. In addition to CAD documentation, the series includes extensive records originated by British and Allied organizations involved in civil affairs.

**I.144** Most pertinent for wartime documentation is the **1943-44 subseries** (57 ft.), which despite the indicated date span includes materials dated as late as July 1945. Decimal 014 particularly documents the formulation of civil affairs policies and planning for the occupation of Italy, Germany, and Japan, as well as the administration of civil affairs in liberated France, Belgium, the Netherlands, and Italy. The materials in 014 Germany, for example, include plans and directives for the division of Germany among the Allied powers during the occupation; correspondence and proposals for the control of German food, industry, finance, and public health; intelligence reports on conditions and morale within Germany; British and JCS assessments of German morale; information guides to German archives; and records relating to occupation policy in Germany, 1944-45. Closely related are correspondence relating to occupation currency (123); periodic reports of civil affairs field units in occupied Germany, 1944-45 (319.1 CA Field); editorials, advertisements, and publications by private groups advocating a harsh occupation policy (000.75); and documentation



of the coordination of plans and policies with the civil affairs section of Eisenhower's SHAEF Headquarters (370.21 COSSAC).

**I.145** The 1943-44 subseries also includes numerous reports of the Psychological Warfare Branch and the G-2 Section of Allied Forces Headquarters (AFHQ) regarding conditions in German-occupied Italy, 1944-45 (decimals 319.1 Foreign, 319.1 G-2, and 319.1 Psychological Warfare); reports of the Allied Control Commission concerning conditions in liberated Italy, 1944-45 (319.1 ACC); field memorandums of the OSS' R&A Branch on conditions in France, Germany, Italy, Yugoslavia, and Austria, 1944-45 (319.1 OSS); military government handbooks and other CAD publications (461); and information on the training of civil affairs personnel (353).

**I.146** Within the **1945-46 subseries**, information concerning occupation policies in Germany and Japan are more heavily concentrated in decimal 014 (including, for example, publications by private groups). The subseries also includes much information regarding the treatment of refugees in occupied areas (383.7). The **1946-47 subseries** is particularly useful for correspondence relating to the investigation of Axis war crimes (250.401 War Crimes).

**I.147** **Cross-reference sheets to the formerly security-classified general correspondence, 1943-July 1949** (199 ft.), serve as a finding aid to the series. The arrangement here duplicates that of the correspondence, with the exception that the 1943-44 subseries is organized into a decimal and an alphabetical country/area arrangement. The cross-reference or index sheets identify individual items of correspondence or reports, indicating the date, originator, synopsis of contents, and decimal classification for each. As the series includes references to materials still security classified, it is not available for general research.

**I.148** Only portions of the **top secret general correspondence, 1945-July 1949** (18 ft.), have been declassified. The series is arranged in three chronological subseries (1945-47,

1948, and January-July 1949) and thereunder according to the War Department decimal scheme; even the 1945-47 subseries for the most part documents the postwar period. Declassified segments within the last include some information concerning the disposition of Jewish displaced persons in Germany at war's end (383.7). The accompanying **cross-reference sheets to the top secret correspondence, 1945-July 1949** (5 ft.), arranged according to the War Department decimal scheme, have not been reviewed for declassification.

**I.149** **Formerly top secret incoming and outgoing messages, November 1942-July 1949** (5 ft.), arranged for the most part into "incoming" and "outgoing" messages and thereunder chronologically, also pertain mostly to the postwar period. Included, however, is a mixed collection of "eyes only" messages sent and received for the period November 1942-December 1943, with significant information concerning Allied relations with Vichy French representative Admiral Darlan and the political situation in North Africa.

**I.150** Also significant are **formerly security-classified papers of the Army member of the Combined Civil Affairs Committee (CCAC), January 1942-June 1949** (30 ft.), arranged alphabetically by name of committee or subcommittee and thereunder numerically by paper number. These largely duplicate the CCAC materials located among JCS records described in this chapter, but include annotations and supplementary materials that reflect CAD's position on key civil affairs issues. This is particularly significant for papers of the State-War-Navy Coordinating Committee (SWNCC) and its constituent subcommittees (e.g., the Subcommittee for the Far East) during the 1945-47 period.

**I.151** The Government Branch's **formerly security-classified policy and planning correspondence relating to the administration and operation of government in liberated and occupied areas, 1943-47** (7 ft.), contains a subject subseries that incorporates general topics

(e.g., economic aid, reparations) with country files. This is followed by a subseries for individuals (staff officers, dependents, others), thereunder arranged alphabetically by surname.

**I.152** Other CAD series include **formerly security-classified transcripts of teletype conversations relating to military government and civil affairs functions, February 1946-June 1949** (9 ft.), arranged numerically by teletype number and thereunder chronologically; **the formerly security-classified office file of the executive officer, January 1943-June 1946** (2 ft.), arranged alphabetically by subject or by codename, including organizational charts at the end of the series; **formerly security-classified reports and correspondence of the Information Branch, 1943-47** (4 ft.), arranged alphabetically by subject, including a draft history of the military government training program; and four other series (totaling 19 ft.) originated by the Information Branch, including background studies of specific regions in Germany and correspondence relating to the International Refugee Organization's activities in assisting war refugees.

**I.153** Some historical materials relating to CAD operations are located among the records of the Army Staff, RG 319, described in this chapter. Records of wartime civil affairs activities are also located among the records of various Allied and U.S. operational commands, described in chapters XI, XII, and XIII; those for Italy (chapter XII) are particularly extensive. Information on the training of civil affairs officers is located among the Records of the Office of the Provost Marshal General, RG 389, described in chapter V. The postwar conduct of civil affairs and military government in Europe and Asia, including some wartime documentation, is documented among Records of United States Occupation Headquarters, World War II, RG 260, and the records of the Supreme Commander, Allied Powers (SCAP), among the Records of Allied Operational and Occupation Headquarters, World War II, RG 331.

## RG 319 RECORDS OF THE ARMY STAFF

### Plans and Operations Division

**I.154** As noted in the history of the Operations Division above, a War Department reorganization in 1946 redesignated that staff section as the Plans and Operations (P&O) Division. Although they postdate the end of World War II, the P&O Division records often relate to the conflict, either in the continuation of processes begun before war's end or in the deliberate study of wartime activities or events.

**I.155** **Formerly secret general correspondence of the Plans and Operations Division, 1946-50** (243 ft.), is divided into chronological subseries and thereunder arranged according to the War Department decimal scheme. Individual items within files are arranged chronologically by case numbers. The **1946-48 subseries** (166 ft.) is particularly significant for the information it provides relating to the war. The continuing investigations of war crimes and treason cases can be found in decimal 000.5; civil affairs and military government in occupied Germany and Japan are described in 014.1, 091 Germany, 091 Japan, and 311.23 Civil Affairs Division. Data regarding U.S. Army troop reductions and unit deactivations are located in file 320.2. File 383.6 documents problems and delays encountered in the repatriation of Axis and American prisoners of war.

**I.156** A number of files contain historical studies or official investigations of specific wartime incidents or aspects. Within decimal 381, case 1 consists of correspondence and reports relating to the Congressional investigation of the Japanese attack on Pearl Harbor; case 52 constitutes a collection of the final reports issued by the United States Strategic Bombing Survey on the bombing of Japan and Germany. Decimal 320, case 20 includes 131 reports prepared by the U.S. Forces, European Theater General Board, evaluating the overall organization, administration and performance of U.S.



forces in the European theater of operations, 1944-45. Decimal 314.7 includes several pertinent historical studies, notably a history of the Air Transport Command's South Atlantic Division, a monograph on combat operations data for the First U.S. Army in Europe, 1944-45, and an analytical guide to the records of Allied Forces Headquarters. Other examples include an investigation into the defeat suffered by U.S. forces at the Rapido River, Italy, January 1944 (319.1, case 32), and studies of German guided missiles (471.94, case 4) and of German underground installations (600.1, case 28).

**I.157** Even the **1949-50 subseries** (77 ft.) contains some data pertinent to World War II dispersed among its files. Information on the completion of war crimes investigations and trials can be found in decimal 000.5. File 020 Operations Research Office includes several analytical studies on such topics as the effects of strategic bombing on German morale and the effectiveness of body armor in preventing wounds. A study of the precedence system employed in the Army's procurement of electronic equipment during the war is located in 314.7, case 23/2.

**I.158** **Formerly top secret general correspondence of the Plans and Operations Division, 1946-50** (89 ft.), which follows the same arrangement as that for the preceding series, contains only scattered items relating to the war. Examples among the **1946-48 subseries** include a survey of biological warfare efforts by all major powers during World War II (381, case 67/3); a historical summary of the operations of the Southeast Asia Command (319.1, case 57); and reports on the retention, labor use, and repatriation of Japanese prisoners of war after Japan's surrender (383.6).

**I.159** **Indexes to the formerly secret and top secret general correspondence of the Plans and Operations Division, 1946-50** (20 ft.), are similarly divided into chronological subseries (1946-48 and 1949-50), with indexed subjects thereunder arranged according to the War Department decimal scheme. Index sheets provide

citations to relevant documents by P&O Division file number, office, and date of origin, and the title or synopsis of contents. Documents formerly security classified as "top secret" are so indicated. Particularly useful are the entries for countries and geographic areas (file 091, thereunder alphabetically), individuals other than military personnel (095, thereunder alphabetically), and military personnel (201, thereunder alphabetically).

### Chief of Staff

**I.160** Most records of the Office of the Chief of Staff (OC/S) pertaining to World War II have already been described. Within the OC/S Secretariat, the War Department Classified Message Center maintained central files of all signal communications that it processed during the war. (The previously described formerly top secret and secret message files of the Operations Division represent only the communications for that section.) The message files were continued after the war under the authority of the Staff Communications Branch, Office of the Chief of Staff.

**I.161** The most comprehensive collection of wartime radio messages is thus located among the **Headquarters, Department of the Army Message Center, microfilmed messages 1942-62**. Those communications pertaining to World War II are reproduced on over 2,000 rolls of 16mm microfilm, arranged in several subseries according to source (for incoming messages) or destination (for outgoing), and generally thereunder chronologically. Preservation and declassification considerations, however, preclude access to these records. For these reasons, the OPD message files remain the most pertinent wartime collection, supplemented by those of the G-2 (Intelligence) Division described in chapter VIII.

### Historical Manuscripts

**I.162** The Records of the Army Staff also include historical manuscripts created or collect-

ed by the Office of the Chief of Military History (OCMH), and its predecessor, the Historical Division, 1946-85, in the preparation of official histories under the general title *The U.S. Army in World War II*. Four volumes in the series *The War Department* pertain specifically to wartime planning and strategy, and a fifth to military government and civil affairs; each volume consists of successive drafts of the manuscript and a variable amount of background material. The materials for the five volumes amount to approximately 20 ft.

**I.163** Arranged by volume, the draft versions of the manuscript constitute most of each entry. Background materials include editorial critiques and recommendations within OCMH, commentaries by senior staff officers who participated in planning functions, research notes of the author, and originals or copies of official records pertinent to the topic. The participants' comments are particularly valuable for their retrospective assessments of wartime operations. In addition, the internal critiques and recommendations provide source material for the official interpretation of wartime events and personalities.

**I.164** Of the five volumes, the most significant for background material is Ray S. Cline, *Washington Command Post: The Operations Division* (Washington, DC, 1951), with more than 6 ft. of records. Background materials include extensive organizational and personnel data regarding OPD, and commentaries by former OPD staff officers. Included are WPD and OPD organizational charts; statistical data on the backgrounds and careers of staff officers who served with WPD and OPD; original records concerning early strategic planning for operations in Europe (Operations GYMNAST and BOLERO); detailed critiques of OPD by General Staff officers (including Gen. Leonard Gerow, chief of WPD, 1940-42); and general comments by other participants, including Gens. Dwight D. Eisenhower and George C. Marshall.

**I.165** An additional 5 ft. of background materials compose the **Operations Division**

**History Unit file, 1942-46**, a collection of administrative notices, rosters, and organizational data compiled by Ray Cline during his research and cited in the text as the "OPD History Unit files."

**I.166** Background materials for the remaining volumes are significant for their commentaries and critiques. Mark S. Watson, *Chief of Staff: Prewar Plans and Preparations* (Washington, DC, 1950), 3 ft., includes comments by Marshall and several General Staff officers, as well as former Secretary of War Robert P. Patterson, Commanding General of the Army Air Forces Henry H. Arnold, General of the Armies Douglas MacArthur, and Gen. Walter C. Short, Commanding General of the Hawaiian Department when Pearl Harbor was attacked. The remaining volumes are Maurice Matloff, *Strategic Planning for Coalition Warfare: 1941-1942* (Washington, DC, 1953), 2 ft.; Maurice Matloff, *Strategic Planning for Coalition Warfare: 1943-1944* (Washington, DC, 1959), 3 ft.; and Harry L. Coles and Albert K. Weinberg, *Civil Affairs: Soldiers Become Governors* (Washington, DC, 1964), 6 ft. Except for comments by Eisenhower and other General Staff officers, the background materials for these volumes are most distinguished by the detailed critiques prepared within OCMH.

#### RG 407 RECORDS OF THE ADJUTANT GENERAL'S OFFICE, 1917-

**I.167** The Adjutant General's Office (AGO) and the majority of its records are described in chapters II and VI. Because the AGO served as the central recordkeeping agency for the War Department prior to the 1942 reorganization, many key documents regarding prewar and early wartime planning, strategy, and operations for the 1939-42 period are located in these records. Although less significant and comprehensive than comparable records for the Office of the Chief of Staff and the War Plans Division, the records nevertheless include documents not available elsewhere. This is particularly true for



correspondence of the Secretary of War for the 1921-42 period, most of which can be found in AGO files. With the decentralization of War Department recordkeeping after the 1942 reorganization, the AGO lost its central filing function but still generated extensive correspondence particularly significant for the information it provides on logistics and personnel policy, 1943-45.

**I.168** The central decimal correspondence file, 1926-39 (1,076 ft.), together with the formerly security-classified decimal correspondence file, 1926-39 (45 ft.), are arranged according to the War Department decimal scheme and thereunder chronologically. Individual files are identified by the decimal classification and the date of the first document: e.g., 452.1 (2-14-39); larger files include subordinate folder numbers, and oversized items are designated "Bulky Package." These series provide a wealth of data on the U.S. Army throughout the inter-war period. Particularly valuable for information regarding plans and preparations are files dated 1939, especially those in the security-classified decimal file. Files under decimals 320.2 and 381 detail mobilization plans and measures, while 400.3295 yields data on the production of weapons and ammunition and the supply of armaments to Canada. Information on aviation developments and aircraft production can be found in 452 and 452.1.

**I.169** A microfilm copy of cross-reference sheets to the classified and unclassified general correspondence (1917-39), reproduced on the 1,930 rolls of National Archives Microfilm Publication T822, serves as an index to these series. Arranged according to the subject categories of the War Department decimal system and thereunder chronologically, the cross-reference sheets provide file citations, dates, originators, recipients, and titles or synopses of individual documents related to the subject indexed. Appended to the decimal listings are small groups of cross-reference sheets for Army schools, airfields, forts and camps, general geographic areas, civil education institutions, Army corps

areas, departments, commands, and miscellaneous organizations. Cross-references to the associated files, however, are inaccurate because these subject files were subsequently incorporated within the general correspondence. The appropriate decimal classification must first be identified (e.g., file "Fort Dix 600.93 [4-5-39]" is now located under the decimal classification for forts, 683).

**I.170** The formerly confidential and secret central decimal correspondence file, 1940-54 (1,355 ft.), is divided into chronological subseries (1940-42, 1943-45, 1946-47, 1948-50, 1951-52, and 1953-54) and thereunder arranged according to the War Department decimal scheme. Individual files within decimals follow the same chronological arrangement and designation as noted for the 1926-1939 series.

**I.171** The 1940-42 subseries (354 ft.) is particularly significant for documenting policy and planning at the time of America's entry into the war. Files under decimals 320.2, 381, and, to a lesser extent, 313.6 all provide data concerning mobilization plans, unit activation and strength, and troop requirements. Decimal classification 381 also includes files regarding the attack on Pearl Harbor, December 1941 (especially file 381 (12-12-41) (2) Bulky Package)), combat operations in the Philippines, 1941-42, and a military intelligence study of Japanese modes of warfare, 1942. Detailed intelligence studies of specific countries, islands, geographic areas (including "the Japanese Empire") and selected topics (e.g., "Germany's Oil Supply") can be found in decimal 350.05. File 320.2 (12-8-41) pertains to the organization of the American Volunteer Group in China (the "Flying Tigers"), December 1941.

**I.172** Files in decimal 334 contain minutes of meetings of various War Department and joint committees and organizations, including weekly staff conferences of the Headquarters, Services of Supply, April-December 1942. Information concerning lend-lease aid to Allied nations is located in file 008 (4-15-41) and in 400.3295 and 400.703. Records relating to the associated

leasing of bases in the Western hemisphere can be found in 580, 600.12, and 601.1.

**I.173** Extensive documentation of the military construction of housing for the expanding Army is located in 601.1; general construction of military facilities and airfields is documented in 600.12. These files often provide more than simple construction information; 600.12 (4-14-41), for example, details the planning for an additional fighter airfield on Oahu prior to Pearl Harbor, including high-level discussions of the vulnerability of Oahu to air attack.

**I.174** Decimal 676.3 provides information on the building of radio stations in the United States and on neighboring islands. Documentation of the buildup of an Aircraft Warning System (AWS), and of harbor defenses of American ports, can be found in 660.2. File 400 (7-9-41) documents early planning of wartime production requirements. The correlation of all such measures to appropriated funds is documented in 112.05.

**I.175** A project file appended to the decimal arrangement treats the following subjects: Special projects (primarily concerning Army reserves), civil education institutions, general geographic areas, airfields, military schools, military posts and reservations, foreign countries, and nautical (i.e., U.S. Army troop transport vessels). Within each category, files are arranged alphabetically. They are secondary in importance to the decimal files, but provide useful supplemental information; mobilization measures and logistical issues concerning U.S. forces in the Philippines, 1941-42, and the establishment of bases in former British possessions in the Atlantic and the Caribbean, 1941-42, for example, are located within the general geographic and foreign countries subject files.

**I.176** The **1943-45 subseries** (768 ft.) is more pertinent to the AGO's administrative and supply functions during that period, but still includes information reflecting strategic planning and policies. Extensive data regarding logistical support in all theaters can be found in the files

under decimal 400. Reports on the establishment, reorganization, redesignation, and disbandment of specific Army units are located in 322; 320.2 includes detailed strength returns for all commands in all theaters and criteria for procuring suitable personnel for specific duties (e.g., counterintelligence). Files in 320.3 describe changes in tables of organization and equipment for specific types of units.

**I.177** Minutes of staff conferences of Headquarters, Services of Supply (later Army Service Forces), January-September 1943, and correspondence of the Army Pearl Harbor Board, June-November 1944, are located under decimal 334. Decimal 300.7 consists of drafts and revisions of Army technical and field manuals. Intelligence data and military attache reports from numerous countries can be found in 350.05. Significant information regarding the treatment and repatriation of enemy and American prisoners of war is found in 383.6. Numerous files in 452.4 treat Japan's use of balloons against the western United States, 1944-45. Attempts to ascertain the fate or location of remains of dead and missing American servicemen are described in 704. Within the nautical project file, the losses of Army troop transports SS Dorchester (February 1943) and SS Leopoldville (December 1944) to submarine attack are detailed.

**I.178** Decimal 014.311 consists of the final report on the evacuation of Japanese-Americans from the west coast, 1941-43, published by the Western Defense Command in June 1943. The report includes numerous appendices that detail the participation of such civilian organizations as the Farm Security Administration and the Federal Reserve Bank of San Francisco in the process, as well as extensive newspaper accounts.

**I.179** Within the **1946-47 subseries** (65 ft.), some files continue to furnish information on wartime events and activities. The investigation of Axis war crimes provides the subject for several files under decimal 000.5, while file 319.1 (1-1-46 to 2-28-46) constitutes a study of Hermann Goering's financial assets. Additional



information regarding the treatment and repatriation of enemy and American prisoners of war can be found in 383.6. File 334 Secretary of War's Board on Officer-Enlisted Man Relationships (16 March 1946) extensively documents disciplinary, leadership, and morale problems and social distinction within the Army during the war; included are comments by Gens. Dwight D. Eisenhower and Carl Spaatz as well as by former soldiers.

**I.180** The formerly top secret central decimal correspondence file, 1940-54 (34 ft.), is also divided into chronological subseries and thereunder arranged by the decimal scheme. The 1940-45 subseries, although it numbers only 4 ft. of records, pertains to several significant World War II topics. The largest entry, decimal 320.2, provides troop strength requirements and estimates, most of which apply to 1945. The investigation of war crimes is treated under 000.5 and in file 383.6 (2-13-45), while information on Japanese biological warfare experiments can be found in 729.2 (11-9-45). File 312.1 (10-13-43) details security procedures in handling ULTRA signal intelligence; 091 Rumania (7-2-45) describes conditions in Soviet-occupied Rumania, July 1945.

**I.181** Both of the preceding classified correspondence series are indexed by the security-classified microfilm copy of cross-reference sheets to part of the secret and top secret general correspondence, June 1941-December 1947, reproduced on 1,485 rolls of 16mm microfilm. Most of the index is arranged according to the War Department decimal scheme and thereunder chronologically. Appended to the decimal arrangement are separate subject series for special projects (e.g., reserves, Womens' Army Corps), corps areas (arranged numerically), theaters of operations, military departments, named commands, camps and forts, cities, areas, islands, foreign countries and cities, enlisted men, and officers. Except where noted, each subject series is arranged alphabetically. The index sheets furnish the same information, in the same format, as that noted for the 1926-39

index. Decimal 095 is particularly useful for indexing names of individuals (military and civilian), organizations, and businesses.

**I.182** A supplemental card index to radio and staff directives in classified AGO central files, 1941-46, is reproduced on 55 rolls of 16mm microfilm. The radio message index cards, reproduced on rolls 1-42, furnish the radio message number, date, and AGO file citation for these records, but omit any descriptive content; they are arranged by year from 1941-46 and thereunder according to type of command (e.g., theater commands, corps areas, military departments), islands, and countries. Indexes to staff memorandums, reproduced on rolls 43-55, identify the originating General Staff office, memorandum number, date, AGO file citation, and a synopsis of contents; they are arranged chronologically.

**I.183** Plans for the defense of the United States and its possessions, 1920-48 (42 ft.), represent an important collection of contingency and operational plans. The records are arranged in two subseries, with individual items numbered as registered documents. The first subseries is arranged by registered document number (from 1x through 477x), with secondary identifications provided as to pertinent countries or other geographic areas. The second and much larger subseries is arranged alphabetically by country or geographic area, with a new sequence of registered documents that matches the alphabetical arrangement (e.g., Africa, Reg. Doc. #1). This subseries appears to be more comprehensive, with operational plans dated as early as 1920 and as late as April 1942 (including, for example, dispositions of U.S. forces in the Northern Ireland Sub-Theater).

**I.184** The strategic plans for the interwar period contained in this series complement and only partially duplicate the records of the War Plans Division, RG 165, previously described. For the most part, the WPD records consist of drafts and background correspondence related to the preparation of strategic plans. This series represents the final versions and variations of

plans issued by the War Plans Division, filed for permanent retention with AGO. Many of the documents relate specifically to mobilization and defense measures for individual commands and departments according to a strategic plan's provisions (e.g., Reg. Doc. #245-G in the second subseries concerns Chesapeake Bay defensive measures under war plan ORANGE, 1939). Information on specific plans is scattered among various geographic entries, e.g., war plan ORANGE is treated under Japan, while plan RAINBOW is described under the United States. A file plan at the beginning of the series serves as the only finding aid.

**I.185** Closely related are **plans for the defense of coastal installations and other registered documents, 1934-48** (12 ft.). The records continue the sequential arrangement of registered documents from the second subseries described above, extending from #404 through #523. The first part of the series pertains to defenses of specific American ports and waterways, 1934-45, generally arranged alphabetically. Included are entries for some areas outside the continental United States (e.g., Balboa, Panama, Cristobal). The series' second segment, unarranged except by registered document number, covers a wide range of topics. Although many items pertain to postwar planning, others include estimates of essential military items, December 1937 (Reg. Docs. #512-522); a September 1942 Army Air Forces study on the requirements for air supremacy (#454); and a prewar set of counterespionage instructions for field commanders, prepared by the Military Intelligence Division (#508). The file plan included at the beginning of the previous series lists Registered Documents #404-450; there is no other finding aid.

**I.186** Additional information regarding the disposition of AGO registered documents can be found in decimal file 311.5 "Registered Documents" of the Plans and Operations Division's formerly secret general correspondence, 1946-48, RG 319. These records are more fully described earlier in this chapter.

## RELATED RECORDS

**I.187** Some other supplemental records and historical materials, both within and outside NARA custody, deserve mention in relation to the theme of U.S. central planning and strategy during the war.

**I.188** Documentation of naval planning and strategy can be found among the General Records of the Department of the Navy, RG 80, and Records of the Office of the Chief of Naval Operations, RG 38, described in chapter IX. The planning and conduct of the air war is treated in the Records of the Army Air Forces, RG 18, described in chapter X. The Records of Allied Operational and Occupation Headquarters, World War II, RG 331, and Records of U.S. Theaters of War, World War II, RG 332, described in chapters XI-XIII, detail Allied regional and theater strategy.

**I.189** Among NARA holdings not described in this guide but related to military agencies, the General Records of the Department of State, RG 59, document the wartime activities of the State Department and the coordination of foreign policy with military strategy. The most pertinent records for the World War II period are located among the State Department central decimal files, 1910-44, particularly among the various subdivisions of decimal classification 740.0011. Many relevant documents and references to specific files can be found in pertinent volumes of the series *Foreign Relations of the United States*, published by the U.S. Department of State.

**I.190** Also significant are the records of the State-War-Navy Coordinating Committee, 1944-49, located among the Records of Interdepartmental and Intradepartmental Committees (State Department), RG 353. The records of this particular committee are essential in documenting the formulation of policy for the postwar occupations of Germany, Austria, and Japan.

**I.191** Significant collections of personal papers are located in NARA's presidential libraries. The papers of Franklin D. Roosevelt



and many of his close associates are in the custody of the Franklin D. Roosevelt Library at Hyde Park, NY; the "President's Secretary's File," the "Official File," and the "Map Room Papers" are particularly significant for wartime strategy and policy. Harry S. Truman's papers and those of key members of his administration are available at the Harry S. Truman Library, Independence, MO. The Dwight D. Eisenhower Library at Abilene, KS, includes Eisenhower's wartime papers, together with the papers of Eisenhower's chief of staff, Gen. Walter Bedell Smith (1942-45), and the office diary maintained by Eisenhower's personal aide, Capt. Harry C. Butcher, USNR (1942-45).

**I.192** The records of the Strategic Plans/War Plans Division, Office of the Chief of Naval Operations, for the prewar and 1939-45 periods are in the custody of the Operational Archives, Naval Historical Center, Washington Navy Yard, Washington, DC. That office also maintains custody of personal papers of several senior naval officers, including Adm. R. Kelly Turner (Director, War Plans Division, 1939-42).

**I.193** Various materials relating to the War Department General Staff's Operations Division are located at the U.S. Army Military History

Institute, Carlisle Barracks, PA. These include the papers of Gen. Lawrence J. Lincoln, who served as an OPD section chief during World War II.

**I.194** The Manuscript Division of the Library of Congress serves as the repository for collections of papers of several key figures involved in the formulation of policy and strategy. These include Secretary of the Navy Frank Knox; Secretary of War Robert P. Patterson; Fleet Admirals Ernest J. King and William L. Leahy; and Gens. Henry H. ("Hap") Arnold, Carl Spaatz, Ira C. Eaker, and Curtis LeMay.

**I.195** Private institutions also contain significant collections of papers. The papers of Gen. George C. Marshall, as noted earlier, are maintained by the George C. Marshall Research Library, Lexington, VA. Gen. Douglas MacArthur's papers, together with those of some of his staff officers, are held at the MacArthur Memorial Library, Norfolk, VA. Secretary of War Henry L. Stimson's private papers are located in the Yale University Library at New Haven, CT. Princeton University, Princeton, NJ, houses the papers of Secretary of the Navy James V. Forrestal.

## II: ADMINISTERING THE DEFENSE ESTABLISHMENT

### INTRODUCTION

**II.1** This chapter describes records relating to the administration of the U.S. military and naval establishments during World War II. The records particularly document personnel policy and administration, financial and budgetary matters, and legislative issues involving coordination with Congress and other government agencies. Included within these records is information regarding the acquisition of lands for military installations; budgetary planning in military mobilization and procurement; the activities of the Women's Army Corps (WAC) and the Office of the Director of Women Appointed for Voluntary Emergency Service (WAVES) and considerable data concerning individual personnel, including the awarding of decorations and determinations of casualties.

**II.2** Records of U.S. Army (including Army Air Forces) organizations are described first, followed by descriptions of records of U.S. Navy organizations. Representative of records described are central correspondence files of relevant departments and offices, logbooks and muster rolls of U.S. naval vessels, and records of specific boards and commissions involved in personnel and administrative matters. Individual personnel files are not treated here, but references to their location and accessibility appear in the "related records" section at the end of the chapter. Information regarding the construction of military installations complements records described in chapters V and VI. Because of the specialized nature of naval issues, many administrative and contractual records concerning the Navy Department are described in chapters IV, V, and IX.

**II.3** Although the level of description in this chapter extends to the series and subseries, the volume and nature of the records preclude detailed descriptions. Selected series and subseries are described according to series or subseries

title, date span, volume, arrangement pattern, and general contents. Wherever records describe significant events or activities other than those of an administrative nature (e.g., intelligence, combat operations, soldier morale, or recreation), more detailed descriptions are provided.

### RG 330 RECORDS OF THE OFFICE OF THE SECRETARY OF DEFENSE

**II.4** Under the Office of the Secretary of Defense, the Personnel Policy Board inherited a number of wartime records relating to personnel policies. Most of these were originated by the Joint Army-Navy Personnel Board, established in May 1942 to consider questions of the armed forces' interest in the mobilization of manpower for military service and for war production. Renamed the Armed Forces Personnel Board in November 1948, it was absorbed by the Personnel Policy Board in 1949.

**II.5** **Joint agreements of the Military Personnel Policy Committee, the Armed Services Personnel Board, and the Joint Army-Navy Personnel Board regarding personnel matters of common interest to the Army, Navy, and Air Force, 1942-49** (3 ft.), arranged in part chronologically and in part by subject, detail interservice policy issues, June 1942-September 1945. These include determinations of reserve or specialist status, draft deferments, the payment of allowances, and authorization of specialist training. A collection of relevant case files for individual men and women concludes the series.

**II.6** **The Joint Army-Navy Personnel Board's correspondence and minutes of meetings relating to the establishment of joint personnel policies by the Army and Navy, 1942-47** (5 ft.), arranged by subject or by type of record, document the agenda and minutes of Board meetings, May 1942-September 1945.



Also included is a brief history of the Board's activities and organization.

**II.7** The Board's correspondence, reports, studies, and other papers pertaining to the coordination of personnel matters between the Army and the Navy, 1942-45 (5 ft.), arranged alphabetically by subject, concern such issues as civilian specialists, insurance allotments, pay matters, interservice transfers, women in military service, and retirement. Included are transcripts of interdepartmental conferences involving the board, and reports regularly issued by the Joint Army-Navy-NACA Personnel Board (a subcommittee that reviewed cases of draft-eligible civilian employees of the National Advisory Committee for Aeronautics engaged in high priority research projects), March 1944-May 1945.

**II.8** In addition, records of the Joint Board to study decorations and medals, 1945-51 (3 ft.), arranged by subject, discuss criteria and eligibility in the awarding of specific medals and decorations. The minutes of the Board's meetings, October 1947-April 1949, include details of some individual actions during World War II.

**II.9** Additional records relating to the Joint Army-Navy Personnel Board are located among the records of the G-1 Division, RG 165, described in this chapter.

## RG 107 RECORDS OF THE OFFICE OF THE SECRETARY OF WAR

### The Secretary of War

**II.10** The position of the Secretary of War originated in August 1789, when Congress established the Department of War, under the authority of a Secretary who was responsible to the President, to recruit, provision, and regulate U.S. military forces. In the course of the 19th century the growth of the War Department bureaucracy enabled the Office of the Secretary of War (OS/W) to concern itself with matters of policy and general administration. After 1920 the

Secretary had responsibility for supervision of all activities of the War Department, including finances, equipment, training, and operations; protection of seacoast harbors and cities; execution of the National Defense Act of 1920; policy control of the U.S. Military Academy; and such civil functions as the administration of the Panama Canal and civil works projects administered by the Corps of Engineers, the supervision of land controlled by the War Department, and the Army's interests in the Civilian Conservation Corps prior to the latter's disbandment in 1943. In consideration of the growing importance of military aviation, Congress authorized in 1926 the establishment of an Assistant Secretary of War for Air.

**II.11** At the time of World War II's outbreak, the OS/W's two principal functions concerned the general policy for the military establishment, largely implemented through the offices of the War Department, and the supervision of the procurement of weapons, equipment, and supplies for the Army, a responsibility of the Assistant Secretary of War (after December 1940 the Under Secretary of War). Throughout the period 1939-40 the OS/W expanded greatly in response to the growing threat of war. The War Department reorganization of March 1942, however, transferred many functions to Army commands (particularly the Services of Supply, later redesignated the Army Service Forces) for wartime control. Thereafter the Secretary determined general policy for the military establishment: supervised materiel procurement; and served on such interdepartmental boards as the National Munitions Control Board, the War Production Board, and the Contract Settlement Advisory Board. In 1947 the War Department became the Department of the Army, and all aviation matters were transferred to the newly created Department of the Air Force.

**II.12** The Secretary of War was assisted by the Under Secretary of War, the Assistant Secretary of War, the Assistant Secretary of War for Air, the Administrative Assistant, the policy staffs and operational units that composed the



offices of these officials, and special advisers and consultants on radar, biological warfare, and other scientific and technical problems affecting combat operations. In military matters the Secretary relied on the Chief of Staff as an adviser and as the executive officer implementing the Secretary's policies and directives throughout the military establishment. The wartime Secretaries of War included Harry H. Woodring (September 1936-June 1940), Henry L. Stimson (July 1940-September 1945), and Robert P. Patterson (September 1945-July 1947).

**II.13** With the centralization of War Department recordkeeping in the Adjutant General's Office (AGO) in 1921, the maintenance of central correspondence files for the Secretary of War was suspended. From 1921 to 1942 most of OS/W's correspondence was interfiled with other War Department records in the AGO or in the records maintained by different offices of the War Department General Staff. Paradoxically, the War Department reorganization of March 1942 that reduced the activities of OS/W also produced an increase in records maintained by that office through the decentralization of recordkeeping. The records described below chiefly pertain to the administrative functions of the Secretary of War during World War II. The locations of additional records of OS/W and its component units are provided at the end of this record unit description.

**II.14** With the interfiling of correspondence in AGO records, the most significant OS/W records for the prewar and early wartime periods are **abstracts of correspondence ("tally cards"), September 1918-December 1942 (225 ft.)**. These are arranged in 11 chronological subseries, with the 1939, 1940, and 1941-42 subseries (totaling ca. 90 ft.) most relevant for World War II. The 5-inch x 8-inch cards in each subseries are arranged alphabetically by name or title of individual, company, or organization, or by subject; the individual entries recorded on each card are arranged and numbered chronologically (by date of receipt of the document). As most OS/W correspondence for this period was

filed with AGO, the tally cards constitute a less complete but more easily accessible record of the Secretary's correspondence than can be found among AGO records. The 1939 tally cards from Re to Z, however, are missing.

**II.15** An index to the tally cards is provided by **name and subject indexes to abstracts of correspondence, July 1919-December 1942 (12 ft.)**, also in the format of 5 inch x 8 inch cards. Arranged in 13 indexes and thereunder chronologically, those most pertinent for the 1939-42 period are War Department bureau and executive departments, 1937-41; House committees, 1937-40; Senate committees, 1937-40; and members of Congress, 1939-40. Each of the one or more entries on an index card provides the name or subject heading under which a related tally card is filed, the entry number of the document abstracted on the tally card and the document's date.

**II.16** **Formerly security-classified correspondence, 1932-42 (4 ft.)**, arranged alphabetically by subject, was not interfiled with AGO records and relates as much to policy and operations as to administrative matters. In addition to general information regarding contracts, espionage, mobilization plans, the Panama Canal, and the Philippine Islands, the records include minutes of meetings of the Joint Aircraft Committee of the Army-Navy-British Purchasing Commission, January-March 1941 (filed under "Army"), and reports of the U.S. military observers in Great Britain, August-September 1940 (filed under "Strong's report").

**II.17** The Secretary of War's **general correspondence, March 1932-December 1942 (83 ft.)**, arranged alphabetically by name of individual, geographic location, or organization, or by subject and thereunder numerically by date of receipt, consists chiefly of duplicate copies retained by OS/W of correspondence filed either with AGO or with the War Department General Staff. (Most of the duplicate copies provide the pertinent file references for originals filed elsewhere.) Included is information on the purchase and sale of products used by the military; the



acquisition of lands; claims against the War Department; construction and repair work on engineering projects (dams, canals, bridges, military installations); and policies toward labor employed by the War Department or by companies under War Department contract. **Name and subject card indexes to general correspondence, 1932-42** (106 ft.), arranged by year and thereunder alphabetically by name of individual, geographic location, or organization, or by subject, facilitate access by associating references to individuals and subjects with general correspondence serial number and date.

**II.18** Completing the OS/W's central correspondence files for the war period are the Secretary of War's **general correspondence, January 1943-July 1947** (111 ft.), and the **cross-reference sheets to the correspondence of the Secretary of War, January 1943-July 1947** (90 ft.), two closely related series. Each is divided into chronological periods roughly approximating the respective tenures of Secretaries of War Stimson (January 1943-January 1946) and Patterson (February 1947-July 1947), and thereunder arranged according to the War Department decimal scheme, followed by a number of subject files arranged alphabetically by subject (e.g., Aviation Fields and Bombing Ranges, Foreign Countries and Cities). The cross-reference sheets index subjects discussed within the general correspondence, and are arranged according to the decimal classification numbers for these subjects; they furnish references to pertinent individual documents according to the file numbers in which they are located, the dates of origin and receipt of the documents, names of writers and recipients, security classifications, and detailed summaries of the contents. The general correspondence files proper often consist of cross-reference sheets that duplicate the information and format just described.

**II.19** Within the decimal arrangement, file 004.34 details lend-lease appropriations and the return of lend-lease articles at war's end; file 014.35 pertains to arrangements for soldier voting in the 1944 general election; files 327.02-

327.36 include regulations regarding conscription and deferment; claims against the War Department are located in files 152-153; and files 160-160.1 document legislation and War Department policy concerning contract work. Discrimination against servicemen and civilian employees belonging to minority groups is described in file 291.2.

**II.20** The subject ("project") files include considerable data on land acquisition by the Army; military construction projects; materiel provided to other Allied powers; and the induction, training, and promotion of enlisted men and officers. Within the subject file "Foreign Countries and Cities," the subheading "Germany" includes correspondence relating to the disposition of Hitler's last will and testament, protests of German prisoners of war in the U.S., and job offers to American civilians in the administration of occupied Germany; the subheading for "Japan" includes information on Japanese wartime nuclear research and on Japanese-Americans interned in war relocation centers.

**II.21** From December 1941 to September 1945, Goldthwaite Dorr served as a special assistant to the Secretary of War in the area of manpower utilization, advising the Secretary on the balancing of military requirements against the needs of industry and agriculture. **General correspondence of Special Assistant Goldthwaite Dorr, 1942-45** (9 ft.), arranged according to a decimal classification scheme (different from that employed by the War Department), documents such topics as specialized training, the use of prisoner-of-war labor, the use of troops in agriculture and mining, and employment of ex-servicemen. **Other records of Special Assistant Goldthwaite Dorr, 1942-45** (8 ft.), arranged alphabetically by subject, primarily relate to Dorr's activities as a member of the Joint Army-Navy Personnel Board and the War Manpower Commission, including agenda and minutes of meetings.

**II.22** Additional correspondence files of the OS/W are described in chapter I. Records maintained by the expert consultants to the

Secretary of War are described in chapter VII. Much of the Secretary of War's correspondence for the prewar and early wartime periods is interfiled with the records of the Adjutant General's Office, RG 407, described in chapters I and II, and the records of the War Department Chief of Staff, RG 165, described in chapter I. The disposition of the personal papers of the wartime Secretaries of War is as follows: Harry H. Woodring, University of Kansas Library, Lawrence; Henry L. Stimson, Yale University Library, New Haven, CT; and Robert P. Patterson, Manuscript Division, Library of Congress.

### The Civilian Personnel Division

**II.23** During World War II the Civilian Personnel Division (CPD) formulated policies regarding civilian personnel employed by the War Department, both in the Washington headquarters and in field establishments. The CPD, which until 1919 had been designated the Appointment Division, was headed by a civilian Director of Civilian Personnel and Training, who reported directly to the Secretary of War's Administrative Assistant. Among its activities, the CPD developed and disseminated policies, standards, and procedures with regard to civilian personnel, coordinated the application of these policies within the War Department and with other agencies and companies under War Department contracts, and represented the War Department before Congress on issues concerning civilian employees. After March 1942, many specific activities of the CPD were transferred to Army Air, Ground, and Service Forces, but the general supervision of civilian personnel policies and practices remained in its hands. The CPD continued to function after the establishment of the Office of the Secretary of the Army in September 1947, but was later redesignated the Office of Civilian Personnel.

**II.24** The records of the CPD total approximately 133 ft., arranged in 22 series. For the prewar period, **general correspondence, March 1913-June 1940** (44 ft.), is for the most part

arranged according to the CPD's own decimal classification scheme, an explanation of which can be found in file 132. The records primarily concern standard personnel policies and practices during this period. Most of the **general correspondence, 1940-43** (9 ft.), arranged according to the War Department decimal scheme, is located under file 230 and its subdivisions. The records include information on appointment procedures (file 230.2), position classification (file 230.13), labor regulations (file 230.051), and efficiency ratings (file 230.341). Lists of civilian employees of the Office of the Secretary of War in 1941 and 1942 are located in files 230.411 and 230.2, respectively; file 334.8 documents the activities of the Committee on Personnel Procedures ("Crowell Committee"), established in November 1940 to survey policies pertaining to civilian employees of the War Department.

**II.25** Among other significant series, **records of the Policy, Regulations, and Procedures Branch, 1940-47** (7 ft.), arranged in two chronological subseries (1940-45 and 1946-47) and thereunder alphabetically by subject, detail the establishment of policies governing personnel actions, leave, retirement, and pay. **Records of the Employee Relations Branch, 1941-44** (4 ft.), arranged alphabetically by subject, describe policies and programs to maintain employee morale and satisfy grievances. The **inspection reports concerning civilian personnel administration at Army installations, 1943-47** (34 ft.), arranged alphabetically by name of installation, include information on the selection, placement, training, and supervision of employees; position classification; payroll administration; and medical, food, and recreational facilities.

**II.26** **Monthly reports of Civilian Personnel Division field offices, 1940-47** (7 ft.), are arranged in three subseries: Alphabetically by city or military installation in which the field office was located, generally dated 1943-47; numerically by Corps Area in which the office was located, generally for the period January 1941-July 1942; and again alphabetically by city,



generally dated 1941-42. The reports include statistical data on civilians employed, appointed, released, and transferred and narrative commentaries on monthly statistics and particular problems or achievements.

**II.27** Other series of CPD records include the office files of the division's Placement and Training Branches, and regularly issued circulars, memorandums, regulations, and orders affecting civilian employees during the war. Postwar records of the division and records continued under the Secretary of the Army are located in the Records of the Office of the Secretary of the Army, RG 335.

### Army Specialist Corps

**II.28** The Army Specialist Corps (ASC) constituted a uniformed, civilian noncombat corps of skilled specialists, established in February 1942 in response to the acute shortage of officers early in the war. Under a Director General responsible to the Secretary of War, the ASC engaged in personnel procurement activities and initiated studies of military needs for technical and professional specialists. The ASC was discontinued in October 1942, when the newly created Officer Procurement Service of the Headquarters, Services of Supply assumed its functions. Before the end of 1942, the 1,755 ASC officers were either commissioned into the Army or received honorable discharges.

**II.29** The records of the ASC consist of **general correspondence, 1942-43** (2 ft.), arranged according to the War Department decimal classification scheme; **historical records, 1942** (3 ft.), arranged alphabetically by subject and including some biographical sketches of ASC officers; and the **final report of the Army Specialist Corps, December 1942** (1 ft.). The last constitutes a history of the ASC, with many key documents concerning the ASC's organization and activities included as appendixes.

**II.30** Records of the ASC's successor, the Officer Procurement Service, are located among the Records of Headquarters, Army Service

Forces, RG 160, and are described in chapter III.

### Secretary of War's Coordinator for Soldier Voting

**II.31** In October 1943 Col. Robert Cutler was assigned to the Office of the Secretary of War to act for the War Department in matters relating to soldier voting. With the establishment of the U.S. War Ballot Commission in April 1944, Cutler served as the Secretary of War's Coordinator for Soldier Voting and as Executive Officer of the Commission. The War Ballot Commission ceased operations in April 1946.

**II.32** The records of the Coordinator for Soldier Voting number approximately 18 ft., arranged in five series. **General correspondence, 1944** (4 ft.), divided into subseries for state and territorial officials and for overseas theater commands and thereunder arranged alphabetically by name of state, territory, or command, concerns the coordination and processing of soldier voting. Colonel Cutler's **formerly confidential report, "Soldier Voting in 1944," December 1944** (1 ft.), was Cutler's final report to the Secretary of War on the administration of soldier voting in 1944, divided into 10 topics listed at the beginning of the report. **Narrative reports on state and federal balloting in the November 7, 1944, general election, 1944** (2 ft.), arranged in 27 binders, consist of reports on the administration of soldier voting as experienced by numerous domestic and overseas commands and service branches.

**II.33** Statistical data is provided by **statistical reports concerning soldier balloting in the November 7, 1944, general election, 1944** (less than 1 ft.). **Other records, 1944** (11 ft.), maintained by the Coordinator are arranged alphabetically by subject and pertain to various aspects of the preparation for and conduct of soldier balloting; included is information on the organization of the U.S. War Ballot Commission.

**II.34** The Records of the U.S. War Ballot Commission, RG 230, amounting to a total of 7

ft., are described in the *Guide to the National Archives of the United States* (Washington, DC, 1974), p. 678.

### Bureau of Public Relations

**II.35** The Bureau of Public Relations (BPR) was established in February 1941 in the Office of the Secretary of War as the central War Department agency to determine policies and procedures for disseminating military information to the public. It inherited this function from the Public Relations Branch of the Military Intelligence Division, War Department General Staff. After August 1942 the BPR also directed, coordinated, and reviewed the public relations activities of the Army Air, Ground, and Service Forces and their respective subordinate commands.

**II.36** The Bureau conducted numerous public relations activities. It collected, edited, and disseminated news stories and illustrations relating to military activities; supervised the accreditation of media representatives visiting theaters of operations; reviewed writings and lectures prepared by military personnel; provided technical assistance to writers and radio and film producers; and developed an information and orientation program for industry and labor regarding their roles in the war effort.

**II.37** The BPR also cleared the public release of security-classified information (except for the period July 1942-February 1943, when this function was carried out by G-2 Division, War Department General Staff). Between January and July 1942 it conducted an information and orientation program for military personnel, a program later transferred to Headquarters, Services of Supply/Army Service Forces. Motion picture film scripts by civilian filmmakers were reviewed by the Bureau's Motion Picture Board of Review for approval based on security, propriety, and detail.

**II.38** During most of World War II the Director of BPR was Maj. Gen. Alexander D. Surles. The several sections that originally

constituted BPR were redesignated branches in 1942, and in 1943 were elevated to divisions: The Executive, News, War Intelligence, and Industrial Services Divisions. In addition, there were three Assistants to the Director, one for each of the three major service branches (Air, Ground, and Service Forces). In September 1945 the BPR was transferred to the War Department General Staff and reorganized as the Public Relations Division. In 1947 it was redesignated the Public Information Division.

**II.39** Textual records of the BPR total approximately 61 ft. arranged in 15 series. General records of the Bureau include **transcripts of the Director's telephone conversations, August 1941-December 1945** (2 ft.), generally arranged chronologically, and a small collection of directives and memorandums relating to public relations policy. The office files of the News Division include summaries and analyses of newspaper articles (ca. 5 ft.), and records reflecting the activities of the Radio and Pictorial Branches. Radio Branch records consist of **radio scripts, 1942-45** (19 ft.), for programs sponsored by the branch, arranged alphabetically by title of program. The Pictorial Branch's **correspondence relating to motion pictures, 1941-45** (18 ft.), arranged alphabetically by motion picture title, largely consists of drafts of motion picture scripts submitted by Hollywood producers for approval; movie titles used are often preliminary rather than final versions (e.g., "Bataan Patrol" instead of "Bataan").

**II.40** Records maintained by the Industrial Services Division include **correspondence concerning industrial incentive programs, 1943-45** (9 ft.), arranged alphabetically by subject, location, or program title; **photographs, cartoons, press releases, and articles for use in defense industry publications, 1942-45** (3 ft.), arranged alphabetically by subject or title and including information regarding visits of war heroes to factories, docks, etc.; **records of the Awards Branch, 1942-45** (4 ft.), arranged alphabetically by subject or type of record,



relating to the granting of production awards; and a **history of the Industrial Services Division, 1942-45** (1 ft.).

**II.41** Some wartime records of the BPR are included among the records of its successor, the Public Information Division, RG 319, described in chapter VI; other records were incorporated within the records of the Office of Public Information, Office of the Secretary of Defense, RG 330, also described in chapter VI. Nontextual records of the Bureau, including photographs, motion pictures, and sound recordings, are described in National Archives Reference Information Paper 70 (Revised), *Audiovisual Records in the National Archives of the United States Relating to World War II*.

#### Boards and Committees

**II.42** The Secretary, Under Secretary, and Assistant Secretary of War served or were represented on a number of wartime boards and committees. Those that constituted interdepartmental, international, or joint Army-Navy organizations are either described elsewhere in this volume or will be described in *Federal Records of World War II: Vol. I, Civilian Agencies* (Washington, DC, 1950). Described below are several War Department committees and boards that functioned during the war in advisory, regulatory, or fact-finding capacities within the Office of the Secretary of War. Important organizational information for many of these boards and committees is also located under decimal classification 334 in both the formerly security-classified and unclassified central decimal correspondence files, 1940-1945, of the Adjutant General's Office, RG 407, described in this chapter and in chapter I.

**II.43** The Secretary of War's Personnel Board, which succeeded the War Department Personnel Board in November 1942, reviewed cases involving the recommended removal of officers from active service, appointments for commissions in the Army, and certain classes of cases recommended for promotion. Its **compila-**

**tion of records, 1941-47** (less than 1 ft.), documents policies relevant to this function. The records of individual cases brought before the Board were transferred to the personnel (201) files of the officers involved and are now in the custody of the National Personnel Records Center, St. Louis.

**II.44** The War Department Central Deferment Board, established in April 1943 as a successor to the Central War Department Deferment Board, applied pertinent regulations concerning occupational deferments for government employees who had been drafted into the Armed Forces. Its **records, March 1942-August 1945** (4 ft.), are arranged in numbered folders generally grouped into subjects (e.g., "general administrative files," nos. 21-57; "policy and procedure," nos. 60-72; and "history," nos. 85-90). Deferment policy is described under all these illustrative subject headings. A "master file" (nos. 318-391) includes pertinent regulations.

**II.45** The War Department Army Retiring Board, established in July 1944, reviewed cases of all officers not of "general" grade who had been relieved from active duty for disability not incident to military service. The Board considered approximately 8,000 cases before its dissolution in October 1945. Two series of **correspondence files, July 1944-November 1945** (totaling less than 1 ft.), arranged primarily according to the War Department decimal scheme, document the Board's organization and policies.

**II.46** The War Department's Advisory Committee on Military Justice, which functioned during the period March-December 1946, studied the overall administration of military justice and courts-martial within the Army, and recommended changes for improvement. The Committee's **final report and exhibits, March-December 1946** (4 ft.), include transcripts of hearings held by the Committee, questionnaires and correspondence received from military personnel and the general public, and some statistical data regarding military trials and sentences, 1942-46.

**II.47** The Inter-Allied Personnel Board, originally the Canadian-American Military Board, was established by the War Department in April 1942 to effect the transfer of American nationals who had entered Canadian military service before Pearl Harbor. The Board later extended its activities to American nationals in other countries until its dissolution in May 1946. Its records consist of **applications for transfer to U.S. Armed Forces, March 1942-June 1946** (4 ft.), organized into two subseries, the first arranged alphabetically by name of applicant and the second chronologically for the period June-December 1942. These relate solely to individuals in Canadian service. A **correspondence file, 1942-46** (2 ft.), pertaining to individuals in other countries, is arranged alphabetically by country.

**II.48** The War Department Dependency Board, established in October 1942, was responsible for policies governing release of casualty information to family members. **Decimal files, 1942-46** (6 ft.), arranged according to the War Department decimal scheme, particularly document the applicability of Congressional legislation (file 010.3) and determinations of casualty status (files 230.85 and 704). In addition, specific information regarding conditions and deaths of American prisoners of war in Japanese custody in the Philippines is located in files 319.1 Reports (Commander Lehmann's Service Report), 383.6 Prisoners of War (IRC Messages), and 704 Casualties (Military Personnel in Philippines).

**II.49** The War Department Equipment Board (also known as the Stilwell Board after its head, Gen. Joseph W. Stilwell) was established in October 1945 to study and offer recommendations on the development of materiel and equipment for the postwar Army. The Board collected data and testimony before submitting its findings in May 1946. **War Department Equipment Board records, 1945-46** (5 ft.), generally arranged by subject, include general correspondence, a detailed review of a previous study by the Army Ground Forces Equipment Review

Board (June 1945), and a copy of the Board's final report.

**RG 407      RECORDS OF THE ADJUTANT  
GENERAL'S OFFICE, 1917-**

**II.50** The Adjutant General's Office (AGO), one of the oldest Army organizations, provided a variety of administrative and support services to the War Department throughout World War II. These chiefly concerned military personnel administration, standard staff and administrative communications, and records management. Prior to March 1942, the AGO served as the central recordkeeping agency of the War Department, and its records included substantial documentation of the planning of strategy and the formulation of policy. The War Department reorganization of March 1942 decentralized recordkeeping, but the AGO retained responsibility for general records management and continued to maintain central files on administrative matters. The AGO also supervised the Army personnel statistical and accounting systems, publications, postal services, historical activities, and special and heraldic services.

**II.51** Until March 1942 the AGO was directly subordinate to the Army Chief of Staff. Thereafter it became responsible to the Chief of Administrative Services (March 1942-July 1943); the Director of Administration (July-October 1943); and the Chief of Staff, Army Service Forces (October 1943-September 1945). Maj. Gen. Emory S. Adams served as the Adjutant General of the Army from May 1938 to February 1942; he was succeeded by Maj. Gen. James A. Ulio (March 1942-January 1946). For most of the war the AGO included the following subordinate units: Adjutant General Board; Control Division; Military Personnel Division; Civilian Personnel Division; Operations and Training Division; Army Postal Services; Publications Division; Records Division (which inherited many of the functions performed by the Miscellaneous Division, disbanded in April 1943); and various field agencies.



**II.52** The AGO's unclassified central decimal correspondence file, 1940-54 (3,828 ft.), is divided into five chronological subseries (1940-45, 1946-48, 1949-50, 1951-52, and 1953-54) and thereunder arranged according to the War Department decimal classification scheme. Every decimal classification is arranged chronologically, with individual subject files identified by the date of the first document; e.g., AGO 381 (9-1-42). Each subseries' decimal arrangement is also followed by a number of subject ("project") files, under such headings as "special projects"; "civil education"; "commands and corps areas"; "aviation schools"; "flying fields"; "military schools"; "military posts and reservations"; "U.S. cities, lakes, etc."; "states and countries"; "foreign countries"; and "nautical vessels." Each of these is thereunder arranged according to the War Department decimal scheme.

**II.53** The 1940-45 subseries (ca. 1,600 ft.) serves as a central reference file for all nonsensitive activities of the Army during the war. Organizational data can be found under the following decimal classifications: 020 (for the organization of major Army branches); 320.2 (for personnel strengths of specific commands and units); 320.3 (for authorized tables of organization); 322 (for the activation, composition, and operational histories of specific commands and units); 370.5 (for unit transfers and movements); and 400.34 (for tables of authorized equipment allowances for units). Personnel data for individual servicemen is scattered throughout the files, including general information (classification 095), awards of decorations and medals (200.6), discharges and separations (220.8), American prisoners of war (POWs) (383.6), and determinations regarding dead and missing servicemen (704).

**II.54** Within the last classification, records are arranged under separate categories of "Casualty" and "Dead", although both categories relate to dead and missing servicemen; each category is thereunder arranged chronologically. Within the 704 "Casualty" category, file 704 (1 December 1945) consists of a detailed investigation into

the deaths of 62 American POWs in Tokyo Military Prison during an American air raid, May 26, 1945; included are the recovered identification tags and dental charts for the individuals.

**II.55** Decimal classification 334 includes organizational data for many War Department boards and committees, as well as notes on staff conferences within the General Staff and the Headquarters, Services of Supply (later Army Service Forces), and minutes of the War Department General Council, October 1942-April 1943. Draft copies, revisions, and correspondence regarding Army field and technical manuals and other publications are extensively documented in decimal classifications 062.11, 300.5, 300.7, and 461.

**II.56** The military utilization of African-Americans and racial incidents involving them are described under decimal classifications 291.2 and 291.21, which include correspondence with the National Association for the Advancement of Colored People and general information regarding segregation policies. Information regarding military aviation is concentrated in decimal classifications 221 (aviation cadets), 580 (aviation and aeronautical matters), and project files "Aviation Schools" and "Flying Fields." The project file for "Special Projects" includes extensive information on officer and enlisted reserves, the National Guard, the Reserve Officer Training Corps, and the Women's Army Corps (WAC). Classification 680.1 includes extensive correspondence with state and local governments regarding the establishment and locations of Army camp sites in the U.S. Among the "Foreign Countries" project file, the entry for the USSR includes numerous examples of American-Soviet wartime cooperation and the Soviet Embassy's "Information Bulletins," November 1941-July 1943. Documentation of the organization and activities of Army commands in the Western Hemisphere can be found in the "Commands and Corps Areas" subject files. Significant data regarding the defense of the Philippines, 1941-42, is located in both the

"Commands and Corps Areas" and "Foreign Countries" project files.

**II.57** Beyond their varied subject content, the records also reveal the AGO's procedures and methodology in creating and managing its files. Decimal classifications 312 through 312.7 describe the classification of correspondence; decimals 313 through 313.7 detail AGO records management procedures. The files within decimal 310 document the modernization of Army administrative methods through the use of business machines. Copies of many of the standard forms used by the Army are located under decimal 315.

**II.58** For many files, the documentation is more extensive for the 1940-42 period than for the years 1943-45 (reflecting the centralization of recordkeeping prior to March 1942), and includes correspondence of the Secretary of War and the Army Chief of Staff not filed elsewhere. This is particularly true for the files within decimal classifications 112.5 (military appropriations) and 381 (national defense); the latter includes numerous suggestions by civilians and civic organizations regarding the protection of industrial facilities, installations, and strategic points during the early part of the war.

**II.59** **Microfilm copies of indexes to the 1940-45 unclassified central decimal correspondence file**, reproduced on 1,522 16mm microfilm rolls, provide an index to this subseries. The indexes are arranged according to the subject categories of the War Department decimal classification scheme and thereunder chronologically, followed by entries for the same project files as found in the subseries. The microfilmed index sheets identify file citations, dates, originators, recipients, and titles or synopses for the individual documents related to the subject indexed.

**II.60** The **1946-48 subseries** (ca. 800 ft.) includes a number of files directly related to wartime events and activities. Supplemental personnel data for the same categories of information are located under the same decimal classifications as in the 1940-45 subseries; these

are most relevant for the awarding of decorations and medals and determinations regarding dead and missing servicemen. Historical data for specific military units can be found under decimal 314.7, which also includes a manuscript history on the classification and assignment of military personnel during the war (file 314.7, 6-14-46). Other historical studies (e.g., "Small Unit Actions") are located under decimal classification 461. Decimal 000.5 documents American investigation and prosecution of Axis war crimes and criminals, including one file devoted to Ilse Koch.

**II.61** Appended to the project files is a collection of cross-reference sheets, whose arrangement exactly matches the 1946-48 subseries. These serve as an index to the subseries and provide the same information, and in the same format, as that microfilmed for the 1940-45 subseries.

**II.62** Other AGO general records include **security-classified microfilm copies of radio messages sent and received by the War Department Classified Message Center, March 1942-December 1946**, reproduced on 667 rolls of 16mm microfilm. Divided into "incoming" and "outgoing" communications, they are arranged chronologically by month and thereunder alphabetically by name of geographic region, country, island, city, or military installation. The messages pertain to logistical questions, although some from the March-July 1942 period reflect more general subject matter. A separate **index** (1 35mm roll) to these messages provides a roll-by-roll listing of the months and geographic regions, etc., reproduced on each.

**II.63** Closely related are **security-classified microfilm copies of radio messages sent and received by subordinate units of the Services of Supply, March-July 1942** (20 16mm rolls), whose arrangement and content matches that of the preceding series. It should be noted, however, that neither of these series has been systematically reviewed for declassification; researchers should direct specific inquiries



regarding information in and access to these records to the appropriate custodial unit.

**II.64** Wartime AGO records relating to personnel include both individual and general data. Most significant is the **microfilm copy of Army serial numbers file, 1934-46**, reproduced on 1,586 rolls of 16mm microfilm. This comprises an apparently comprehensive listing of military personnel, arranged by Army serial number (from 00 001 099 to 46 168 859); the first 21 rolls provide a separate listing of serial numbers for members of the Women's Army Corps. The microfilmed records consist of enlistment data cards which provide the individual's serial number, name, state and county of residence, place and date of enlistment, grade, branch of service, and other vital statistics. The information has been entered on the cards in the form of number codes, the keys to which are found in Technical Manuals TM 12-305 and 12-310, AGO unclassified central decimal correspondence classification 310.

**II.65** Extensive aggregate personnel data is located among **statistical tabulations relating to casualties, prisoners of war, civilian internees, general prisoners, civilian and military strength, and other personnel matters, 1940-53** (462 ft.). The first part of the series consists of strength returns, 1941-52, arranged variously by service branch and command designation. Most of the series comprises subject files arranged according to an alpha-numeric scheme. These provide tabulations of officers and enlisted men possessing special language or professional skills and qualifications, and include studies on casualties (e.g., CFN-95, Army Nurse Corps Personnel Who Died in the Line of Duty; CFN-123, Battle Casualties-U.S. Army Personnel at Pearl Harbor) and of ethnicity (e.g., SDM-207, Colored Officers of AGF by Organization and Grade; XTM-23, Number of Army Personnel of Japanese Ancestry). Lastly the series includes rosters of military personnel serving in the Philippine Islands, December 1941-March 1942.

**II.66** Other personnel-related series include **chronological lists of West Point graduates, 1924-51** (2 ft.), arranged by graduating class; **nominations and Senate confirmations relating to promotions of brigadier generals and other general officers, 1914-51** (6 ft.), arranged chronologically; **inspection reports of field installations, February 1941-December 1947** (2 ft.), arranged chronologically and pertaining to personnel induction, classification, and training procedures; and **publicity records** (1 ft., arranged alphabetically by subject) and **photographs** (2 ft., arranged by subject) **relating to the War Department Civilian Recruitment Program, 1943-46**. The photographs depict working and living conditions for female employees of the War Department in Washington, DC.

**II.67** Additional personnel data for officers is located among **commissions of officers in the Regular Army, National Guard, and Officers' Reserve Corps, 1917-40** (82 ft.), arranged alphabetically by name. Despite the indicated date span, these card files include commission dates and dates of rank for officers commissioned as late as 1947, often made retroactively effective to the World War II period. Conversely, **approved and disapproved applications for decorations and awards, 1905-51** (56 ft.), do not appear to include entries relating to World War II actions. Individual military and civilian personnel ("201") files for World War II service are in the custody of the National Personnel Records Center, St. Louis, MO.

**II.68** AGO records also include **directories and station lists of the U.S. Army, 1942-53** (36 ft.), generally arranged by command designation and thereunder chronologically. Movement orders, organizational changes, and procedural matters are the subjects of **general, special, and letter orders issued by Army installations within the Zone of the Interior, 1939-47** (12 ft.), and of **general, special, letter, and movement orders issued by overseas Army installations, 1942-47** (24 ft.). Each is arranged into

chronological periods and thereunder by command designation.

**II.69** Information regarding the AGO Records Division's records management procedures is located in nine series totaling approximately 37 ft. of records. Most significant for their documentation are **unclassified decimal files, July 1943-January 1958** (7 ft.), particularly the **1942-48 subseries**, arranged according to the War Department decimal classification scheme, and **policy correspondence relating to records maintenance and disposition, 1943-53** (18 ft.). The latter is divided between an administrative subject file, 1943-48, arranged alphabetically by subject or folder title, and a policy file, divided into chronological subseries (1943-48, 1949-50, 1951-52, 1953) and thereunder arranged alphabetically by subject or folder title.

**II.70** Among other wartime AGO records, the operations of the Army postal service are detailed in a **decimal correspondence file, 1939-54** (17 ft.), and **policy correspondence relating to the V-Mail Service, 1942-46** (2 ft.). The former is arranged according to the War Department decimal scheme; the latter is arranged alphabetically by subject, followed by a separate arrangement by Army Post Office (APO) number. Instructional courses offered by the Army are described in **Army extension courses prepared for arms and services, 1931-42** (13 ft.), arranged alphabetically by course type. Reports, correspondence, and press clippings regarding United Service Organization (USO) entertainment programs can be found in **records of Camp Shows, Inc., 1941-57** (3 ft.), arranged chronologically; Vols. I-III (of eight) cover World War II.

**II.71** Among reference collections maintained by AGO, **legislative and policy precedent files, 1943-75** (49 ft.), arranged according to a numeric-subject scheme, include cumulative correspondence and press releases on commonly requested topics. Most relate to administrative and personnel policies (e.g., No. 9, Death-Notification Sent to Next of Kin), but include some historical topics: No. 253, Casualties, World

War II; No. 388, Philippines; No. 419, Medal of Honor; No. 602, Pearl Harbor; and No. 701, Atomic Bomb. A **separate biography file, 1943-76** (7 ft.), arranged alphabetically by name, is particularly useful for biographical data on Generals Eisenhower, MacArthur, Marshall, and Patton.

**II.72** A recent accession of reference materials consists of **awards files, 1942-55** (ca. 160 ft.), arranged by Army unit or command. These apparently represent records withdrawn from the original AG Section files for many commands for postwar processing in the determination of awards and decorations for individual military personnel; they may have been retained as a reference collection following the loss of personnel records in a 1973 fire at the National Personnel Records Center, St. Louis, MO. Because other awards and decorations files remained with the original AG Section records of many field commands, the content and coverage of this collection is very uneven. Most extensive are records of awards for the following commands for the World War II period: China Theater, 15 ft.; First Army, 21 ft.; Third Army, 31 ft.; Fifth Army, 13 ft.; Sixth Army, 12 ft.; Eighth Army, 23 ft.; and South Pacific Command, 5 ft. The remainder average only a small quantity of material for individual divisions, base commands, and specialized nonorganic units.

**II.73** Additional AGO records are described in chapters I and XI-XIII. AGO publications, including War Department regulations, general orders, circulars, technical manuals, and field manuals for the World War II period, are located among Publications of the U.S. Government, RG 287. Documentation of the identification, recovery, and interment of the remains of deceased military personnel can be found among the Records of the Office of the Quartermaster General, RG 92, and other record groups described in chapter V and in National Archives Reference Information Paper 82, *American Military Casualties and Burials*.



RG 165 RECORDS OF THE WAR DEPARTMENT GENERAL AND SPECIAL STAFFS

Chief of Staff

**II.74** Most of the records of the Office of the Chief of Staff (OC/S) have been described in chapter I. Records created or maintained by the Statistics Branch of the OC/S Secretariat and by the Strength Accounting and Reporting Office (into which the Statistics Branch was incorporated in 1944) relate primarily to the administration of the Army. The statistical data tabulated by these offices is particularly valuable in documenting the Army's transition from peacetime to full war footing.

**II.75** Semimonthly statistical tabulations on controlled equipment and training of the various organizational elements of the Army, 1940-42 (2 ft.), arranged chronologically by report number, consist of 40 statistical reports on shortages in military equipment, August 1940-April 1942. Weekly statistical reports relating to War Department activities, 1917-45 (9 ft.), and special statistical reports relating to activities of interest to the General Staff, 1917-45 (6 ft.), both arranged chronologically, primarily furnish statistical data for the interwar period but include general data on wartime unit strengths and the constitution of the officer corps. Miscellaneous statistical reports relating to strength of officers, enlisted men, reserve officers, National Guard, and related matters, 1917-40 (4 ft.), arranged loosely by subject, include extensive data on the numbers and characteristics of commissioned, reserve, and General Staff officers, the strength of regular Army and National Guard units, and some financial data, all for the period 1939-42. Statistical reports relating to special subjects of interest to the General Staff, 1918-42 (6 ft.), arranged alphabetically by subject, also pertain primarily to the interwar period, but include age analysis of officers, 1940-45; housing reports for

the Army, 1940-42; and personnel status reports for the Army, March 1941-February 1942.

**II.76** Additionally, the OC/S records include formerly security-classified cablegrams, reports, press releases, and correspondence relating to the return of groups of war heroes from the Mediterranean and European theaters of operations (Project "Eversharp"), 1945-46 (1 ft.), principally concerning itineraries and administrative procedures associated with welcoming ceremonies. Formerly security-classified papers of General J. Lawton Collins, Chief of Public Information, 1942-46 (1 ft.), consist largely of speeches by senior Army officers regarding demobilization. Included, however, is a collection of lecture notes on the military use of atomic energy (including information on the development and use of atomic weapons), September 1946, and a copy of the 1945 Office of War Information publication "Enemy Japan."

**II.77** Additional records of the Strength Accounting and Reporting Office, and of its successors, the Strength Accounting and Statistical Office and the Central Statistics Office, are located among the Records of the Army Staff, RG 319, described in this chapter.

Personnel Division, G-1

**II.78** During World War II the War Department General Staff's Personnel Division, G-1, maintained responsibility for Army personnel matters as they related to individuals. Specifically, G-1 formulated plans and policies regarding the procurement, classification, assignment, promotion, transfer, and separation of personnel; it also established rules concerning uniforms; decorations; morale and welfare; and the wartime treatment of enemy aliens, prisoners-of-war, and conscientious objectors. From 1939 to 1942 G-1 also administered most personnel functions, but the War Department reorganization of March 1942 transferred most of these administrative duties to Headquarters, Services of Supply (later Army Service Forces). G-1's

role in personnel planning was expanded in July 1945 to include considerations of general manpower needs.

**II.79** G-1 experienced several internal reorganizations during the war, but its most important component remained the Personnel Group, assisted by several branches. In addition, the Headquarters of the Women's Army Auxiliary Corps (WAAC), later redesignated Office of the Director of the Women's Army Corps (WAC), which served under the Army Service Forces from May 1942 to September 1943, were thereafter transferred to G-1 for the remainder of the war. The Personnel Division, G-1, was later redesignated the Office of the Director of Personnel and Administration (G-1).

**II.80** The records of the Personnel Division, G-1, are particularly significant for personnel policy during the Army's expansion in the 1939-42 period and for information regarding the Women's Army Corps in general. The division's **formerly security-classified correspondence, 1921-42** (83 ft.), arranged according to a numerical subject scheme, provides extensive data on such issues as the selection and promotion of officers (especially files 3615, 15776-777, 16172, and 16252); manpower requirements and strengths (e.g., file 15588); and the military service of African-Americans (e.g., file 15640) and women (e.g., files 7000, 15839). File 11480 documents personnel matters relating to U.S. forces in the Philippine Islands and the use of Filipinos in U.S. service, 1941-42.

**II.81** Access to the correspondence is facilitated by a **subject card index**, divided roughly between two subseries, 1921-38 (5 ft.) and 1939-42 (14 ft.), and thereunder arranged alphabetically by general subject, thereunder alphabetically by specific subjects (e.g., "Air Corps - Appointments") and thereunder chronologically. Each card contains numerous entries for individual documents, including for each the file reference, document date, document title or abstract, and original security classification level. A separate numerical card index, arranged numerically by G-1 file number, details the

documents contained in each file; this card index also includes indexes of names of General Staff officers and of subjects located within the G-1 numerical files.

**II.82** After July 1, 1942, the G-1 division's **formerly security-classified general correspondence, 1942-48** (ca. 250 ft.), was divided into two chronological subseries, 1942-June 1946 and June 1946-1948, and thereunder arranged according to the War Department decimal scheme. Individual files within decimal numbers are identified according to the date of the first document (e.g., 319.1 (22 July 1946)). The **1942-June 1946 subseries** contains extensive data on such topics as war crimes against American prisoners of war (classification 000.5), the granting of awards and decorations (200.6), the military service of African-Americans and Japanese-Americans (291.6), the treatment and repatriation of American and Axis POWs (383.6), and the establishment of unit insignia (461). Classification 334 documents the activities of the Secretary of War's Board on Officer-Enlisted Men Relationships (1946-48), the Joint Army-Navy Personnel Board (1942-45), and the Imperial Prisoner of War Committee (1944-45). At the end of the subseries are project files concerning the Selective Service ("Project-Induction"), the Women's Army Corps ("Project-WAC"), and mobilization measures ("Project-Mobilization"); these are generally arranged alphabetically by subject or chronologically.

**II.83** The 1946-48 subseries includes wartime data on the awarding of decorations to individuals and units (classification 200.6) and the repatriation of POWs (383.6). File 319.1 (22 July 1946) consists of a historical study of U.S. Army units that participated in the Okinawa operation, April-July 1945. Records collected by the Secretary of War's Board on Officer-Enlisted Men Relationships, continued under classification 334, also pertain to wartime experiences. **Cross-reference sheets to G-1 formerly security-classified general correspondence, 1942-48** (57 ft.), arranged according to the War Department decimal scheme, serve as a finding aid to



the general correspondence; for each item of correspondence the cross-reference sheets provide the dates of origin and receipt, file number, subject, action required, cross indexes to other files, and routing information.

**II.84** The G-1 division's **formerly top secret general correspondence, 1943-47** (4 ft.), a subject file arranged for the most part numerically by section numbers (with gaps), relates primarily to posthostilities planning and POW issues. Included is information regarding alleged atrocities and war crimes by Axis forces (e.g., section nos. 52, 57, 65, 76); the repatriation of American POWs (section nos. 42, 58); the military service of African-Americans (section no. 89); and occupation planning for Germany, Japan, and Italy (e.g., section nos. 72, 83, 87, 92).

**II.85** Three series of G-1 records (ca. 35 ft.) pertain to civilian personnel during the 1944-54 period. These largely comprise program evaluations of civilian personnel administration, both overseas (arranged in three alphabetical subseries by country, subject, and type of program) and in the United States (arranged by arm of service and alphabetically by name of camp or station. There is also a small collection of circulars, pamphlets, and letters, arranged alphabetically by type of record and thereunder numerically and chronologically.

**II.86** The **Director of the Women's Army Corps formerly security-classified general correspondence, 1942-46, 1949-50** (63 ft.), is arranged in two chronological subseries, 1942-46 and 1949-50, and thereunder according to the War Department decimal scheme. The **1942-46 subseries** is particularly relevant for wartime information regarding WAC organization (classification 314.7); assignment to specific Army installations (320.2); training (352-353); and individual casualties (704, thereunder alphabetically by name). **Historical and background material relating to the legislation and administration of the Women's Army Auxiliary Corps and its successor, the Women's Army Corps, 1942-49** (14 ft.), arranged in part alpha-

betically by subject and in part unarranged, is an important source of the legislative and administrative history for these organizations. Additional administrative and personnel information is provided in the **general correspondence of the Special Civilian Assistant to the Director, 1942-43** (5 ft.), arranged according to the War Department decimal scheme. The contents of all three series are more fully described in *American Women and the U.S. Armed Forces: A Guide to the Records of Military Agencies in the National Archives Relating to American Women* (Washington, DC, 1992).

**II.87** Additional G-1 records are located among the records of the Adjutant General's Office, RG 407, described in both this chapter and chapter I, and the records of the Office of the Chief of Staff, RG 165, described in chapter I. The records of the Joint Army-Navy Personnel Board are located among the records of the Office of the Secretary of Defense, RG 330, and are described in this chapter.

### Budget Division

**II.88** At the time of Pearl Harbor, War Department budgetary responsibility rested with the Office of the Chief of Finance, who reported directly to the Chief of Staff. Assisting this office were the Budget and Legislative Planning Branch, which drafted appropriations legislation for submission to Congress, and the Budget Advisory Committee, which reviewed general budgetary policies. The War Department reorganization of March 1942 transferred the Office of the Chief of Finance and the Budget Advisory Committee to the Fiscal Division, Headquarters, Services of Supply (later Army Service Forces), and discontinued the Budget and Legislative Planning Branch (the legislative functions of which were absorbed by the newly established Legislative and Liaison Division).

**II.89** In July 1943 the budgetary functions were withdrawn from Army Service Forces and, together with the Budget Advisory Committee, transferred to the newly established Budget

Division, War Department Special Staff. For the remainder of the war the Budget Division formulated and supervised all budgetary and fiscal plans for the War Department and the Army. Specifically, the division received and consolidated estimates of necessary funds, defended appropriations requests before Congress and the Bureau of the Budget, and allocated appropriated funds throughout the War Department.

**II.90** The records of the Budget Division cover budgetary matters from 1942 through 1947. **Formerly security-classified general correspondence, 1942-47** (58 ft.), arranged according to the War Department decimal scheme and thereunder chronologically, details Army budgetary estimates (classification 111), appropriations and apportionments (112 through 112.5), and correspondence with individual Congressmen and Congressional committees on budgetary issues (032.2). In addition, the correspondence provides useful data regarding lend-lease aid to Allied powers (decimals 018 and 018.2) and financial planning in occupied Germany and Japan (123.7).

**II.91** The other principal series of division records consists of **formerly security-classified reports, correspondence, and other papers relating to military and nonmilitary budget estimates, justifications, budgetary revisions, and adjustments, fiscal years 1942-49** (121 ft.), arranged by fiscal year and thereunder alphabetically by subject. The subjects within each fiscal year include specific areas (e.g., "District of Columbia," "Panama"); recurring categories of expenses (e.g., "Construction," "Salaries"); and some individual organizations (particularly the "Budget Advisory Committee," including that body's reports, proceedings, and recommendations). The largest entries are "Estimates" (or "War Department Estimates"), "Supplemental Estimates," and "Justifications of Estimates." The arrangement and content of these files suggests a continuity with those of the Office of the Chief of Finance for the 1940-41 period.

**II.92** Of remaining division records, **formerly security-classified correspondence**

**and reports relating to budget legislation under the civil and military appropriation acts, 1942-45** (2 ft.), arranged alphabetically by subject, include considerable data concerning funds for official entertainment and public relations in file "Contingencies." **Formerly security-classified correspondence and reports relating to the House Subcommittee on War Department Appropriations, 1945-46** (4 ft.), arranged according to a numeric-subject classification scheme, document fiscal matters for specific overseas Army commands, including the U.S. Military Mission, Moscow. **Correspondence and reports relating to apportionment of War Department funds, 1940-44** (5 ft.), arranged into two War Department decimal classifications (111 and 112.5) and thereunder alphabetically by subject, include 1940 projections of anticipated expenditures for 1942-43. **Appropriation warrants and requests and revisions of apportionments relating to transfer and distribution of funds under approved appropriations, 1942-49** (2 ft.), arranged by type of record and thereunder chronologically, are formal statements of expenses as processed by the Treasury Department. **Accounting reports, summaries, and correspondence relating to shipment of foreign and Defense Aid supply items, fiscal years 1941-49** (5 ft.), arranged alphabetically by subject and thereunder by fiscal year, primarily concern postwar foreign aid but include some data regarding wartime lend-lease aid to Allied powers (e.g., files "Defense Aid Special Fund Allocations," "Expenditures of Defense Aid Funds").

**II.93** Additional records of the Budget Division are located among Records of the Army Staff, RG 319, described in this chapter. The closely related records of the Office of the Chief of Finance, RG 203, are also described in this chapter.

#### Legislative and Liaison Division

**II.94** The Legislative and Liaison Division, War Department Special Staff, was established



in March 1942 to assume the legislative functions formerly exercised by the Budget and Legislative Planning Branch. The division supervised the preparation and review of all legislation (other than fiscal) affecting the Army, and coordinated the forwarding of War Department reports and correspondence to congressional representatives and committees. The division also provided assistance in congressional investigations of War Department activities.

**II.95** Two series of records primarily document the division's legislative activities: (1) **Correspondence, reports, and other papers relating to proposed legislation affecting the War Department, January 1943-August 1946** (57 ft.), concerning House of Representatives legislation, and (2) **correspondence and other papers relating to pending and passed legislation affecting the War Department, January 1943-August 1946** (23 ft.), regarding Senate legislation. Each series is arranged numerically by Congress in two subseries, the 78th Congress (January 1943-December 1944) and the 79th Congress (January 1945-August 1946), and thereunder numerically by House or Senate bill number and resolution number. In the absence of a subject index, a knowledge of the contents of specific legislative bills is necessary to use these series (for example, the Senate investigation of the defeat suffered by U.S. forces at the Rapido River, Italy, in January 1944 is located under the 79th Congress, Senate Resolution 218).

**II.96** The division's **formerly security-classified correspondence relating to Senate special committee investigations of War Department activities, 1942-48** (17 ft.), arranged alphabetically by name of individual, company, or subject, principally concerns allegations against private contractors. Included is data on Howard Hughes' aircraft (file "Howard Hughes Aircraft Corporation") and extensive information on defective fuses supplied for the 4.2-inch chemical mortar shell (file "Mead Committee").

**II.97** The remainder of the division's records largely pertain to the postwar period, but include information on wartime events and

activities. **General correspondence, 1944-48** (11 ft.), arranged alphabetically by subject, contains relevant data in files "Costs of War" and "Termination of Emergency Statutes." **Formerly security-classified correspondence and reports relating to Senate special committee investigations of the National Defense Program, 1946-47** (3 ft.), arranged alphabetically by name of individual, company, geographic area, or subject, generally relates to allegations against private companies under War Department contract; file "Mortar Shells," for example, concerns the manufacture of defective fuses for 4.2-inch chemical mortar shells.

**II.98** **Transcripts of testimony taken at hearings by the Overseas Subcommittee of the Senate Special Committee investigating the National Defense Program, 1946** (3 ft.), also arranged alphabetically by name of individual, company, geographic area, or subject, include extensive testimony regarding Howard Hughes and his corporation's aircraft contracts with the War Department. **Formerly security-classified correspondence, reports, memoranda, and other papers relating to Universal Military Training, 1944-48** (4 ft.), arranged according to the War Department decimal scheme, relates entirely to postwar planning for continued conscription.

**II.99** Additional postwar records of the Legislative and Liaison Division are located among the Records of the Army Staff, RG 319, described in this chapter. Related legislative records are located among the Records of the U.S. Senate, RG 46, and the Records of the U.S. House of Representatives, RG 233.

## RG 319 RECORDS OF THE ARMY STAFF

### Budgetary and Fiscal Offices

**II.100** Postwar documentation of the budgetary and legislative functions in the Depart-

ment of the Army includes a number of records related to World War II. Some of these constitute wartime records, others represent specific studies of wartime events and activities.

**II.101** After 1947, Army budgetary and other fiscal activities were unified in the newly established Office of the Comptroller of the Army. In addition to the former Budget Division, the Comptroller's office incorporated the Strength Accounting and Reporting Office (SARO), redesignated the Strength Accounting and Statistical Office (SASO) in January 1946 and again redesignated the Central Statistics Office in June 1946, formerly under the direct authority of the Chief of Staff.

**II.102** Within the Office of the Comptroller, the Chief of Foreign Financial Affairs' **general correspondence, 1942-54** (47 ft.), includes two relevant subseries, a 1942-51 geographic file and a 1942-51 subject file, each arranged alphabetically. Fiscal planning, currency issues, and occupation costs are detailed in the entries for Austria, Germany, Italy, and Japan in the geographic file and in the entries for "Occupation," "Currency Exchange Control," and "Exchange of Foreign Currency" in the subject file. The latter also documents financial claims of Italian and German prisoners of war and reciprocal wartime aid furnished by Great Britain to U.S. forces (entries "Reciprocal Aid" and "Reverse Lend-Lease"). The Program Review and Analysis Division's **correspondence relating to the establishment of policies concerning troop strength, 1943-50** (9 ft.), arranged alphabetically by subject, furnishes extensive data on battle casualties suffered during the war (including data for some specific campaigns), on the organization and activities of SARO and SASO, and on Army troop strength, 1944-45. It should be noted, however, that neither of the above series has been systematically reviewed for declassification; researchers should direct specific inquiries regarding information and access to these records to the appropriate custodial unit.

**II.103** The Program Review and Analysis Division's **statistical reports, 1942-53** (38 ft.),

arranged chronologically by year and thereunder by subject, are published reports with extensive data on Army troop strengths for the war years. The categories of reports recurring each year include "Overseas Troop Basis," "Activation of Units," "Troop Lists," and "Troop Deployment."

**II.104** The Legislative and Liaison Division continued its functions under the newly established Department of the Army in 1947. The Congressional Investigation Division's **correspondence relating to a uniform code of military justice, 1946-50** (4 ft.), arranged alphabetically by subject or folder title, contains wartime statistics on the administration of military justice in files "Courts-Martial Statistics"; "Death Sentences - All Wars"; and "Tables, Charts, etc." The same division's **correspondence relating to war crimes trials, 1948-51** (2 ft.), arranged alphabetically by name of individual or subject, provides considerable information on the trial of Ilse Koch and of the defendants of the Malmedy Massacre trial; general information on the Nuernberg war crimes trials is located in files "Nuremberg" and "Sentences."

RG 153    RECORDS OF THE OFFICE OF  
THE JUDGE ADVOCATE  
GENERAL (ARMY)

**II.105** From its establishment in July 1862, the Judge Advocate General (or JAG) of the Army was responsible for the administration of justice within the Army. In 1884 this post was combined with field judge advocates to form the Judge Advocate General's Department. Originally responsible to the Chief of Staff, the department was placed under the command of the Commanding General, Services of Supply (later redesignated Army Service Forces) in March 1942. Throughout the World War II period, the Office of the Judge Advocate General furnished advice on legal phases of business, property, and financial operations, and on legal questions



concerning the administration, control, discipline, and civil relations of army personnel. On certain matters, including courts-martial, the Judge Advocate General remained directly responsible to the Secretary of War. In May 1946, the Judge Advocate General's Department became a separate administrative service under the General Staff.

**II.106** Over the course of the war numerous subordinate organizations were established to carry out specific functions. The most significant were: The Military Personnel and Training Division (originally the Military Personnel Division), responsible for the procurement and training of specialized legal personnel; the Military Affairs Division, responsible for studies and legal opinions on the status, discharge, discipline, and administration of military and civilian personnel; the Military Justice Division, which supervised military justice within the Army; the Military Reservation Division, concerned with legal aspects of the acquisition and administration of real property under War Department control; the Contracts Division, responsible for legal aspects of contracts and industrial/labor relations involving the War Department and its contractors; the Patents Division, which handled legal matters relating to the acquisition and use of patents, trademarks, and copyrights by the War Department; and the Claims Division, responsible for handling claims against the War Department within the continental United States. In October 1944, a separate War Crimes Branch was established within JAG to investigate alleged war crimes committed by Axis forces. Maj. Gen. Myron C. Cramer served as Judge Advocate General from December 1941 through November 1945.

**II.107** Except for the records of the War Crimes Branch and some selected items, most World War II era JAG records remain in that department's legal custody. This is particularly applicable for records of courts-martial and courts of inquiry during the war. The Office's **general correspondence, 1912-42**, relating to the Judge Advocate General's opinions and

decisions, and to administrative and operational matters during the interwar period, has been accessioned by NARA; that for the 1942-45 period also remains in JAG custody.

**II.108** Accessioned wartime documentation consists of 8 ft. of **selected court martial case files, 1943-78**, arranged by court martial case. These include the court martial records of Pvt. Eddie Slovik, tried, convicted, and executed for desertion in the European theater of operations, 1944-45, and records relating to the trial of German saboteurs captured in the United States, July 1942 (in which the Judge Advocate General and the Attorney General served as trial judge advocates before the President's military commission).

**II.109** Accessioned records of the Military Reservation Division include a **reservation file, 1692-1950** (221 ft.), arranged alphabetically by name of state and thereunder alphabetically by name of reservation. The series pertains to former military installations (e.g., air bases, camps, posts, gunnery ranges, depots, ordnance works, and POW camps) no longer in Army possession. For each reservation, documentation typically includes deeds, leases, maps, plans, licenses, court opinions, and related legal materials.

**II.110** Wartime records of JAG's Contracts Division, Industrial Law Branch, are described in chapter IV; the extensive records of the War Crimes Branch are described elsewhere in this guide. For information regarding remaining wartime records, researchers should contact the Office of the Judge Advocate General, Department of the Army.

#### Related Records

**II.111** Additional documentation of JAG activities are scattered among the records of Headquarters, Army Service Forces, RG 160, described in chapters IV and VI, and among the records of the JAG staff sections attached to headquarters of field commands, described in chapters XI-XIII. Some documentation is also

described among the records of the General Staff's Legislative and Liaison Division, RG 165, in this chapter. Records relating to legal affairs and the administration of justice within the Navy Department are located among the Records of the Office of the Judge Advocate General (Navy), RG 125, also described in this chapter.

#### RG 159 RECORDS OF THE OFFICE OF INSPECTOR GENERAL (ARMY)

**II.112** Since its establishment in 1777, the mission of the Inspector General of the Army (also known as the IG or TIG) has been to inquire into and report upon matters pertaining to the Army's efficiency and economy, and to make such inspections, investigations, surveys, studies, and reports as are prescribed by law or requested by higher military authority. During World War II the Office of the Inspector General operated as a War Department special staff division, responsible directly to the Chief of Staff. Throughout the U.S. military establishment, inspectors or inspection sections were attached to the staffs of virtually all commands, and were collectively regarded as the Inspector General's Department.

**II.113** The IG investigated the fairness of fees and payments involved in War Department procurement and construction contracts, reviewed activities and records of military units and installations to prevent wasteful use of funds, equipment, or personnel, and heard the grievances of military personnel. Regular inspections were usually conducted annually throughout the military establishment; special inspections addressed specific activities or organizations whose affairs warranted special attention; investigations followed when inspections revealed irregularities or deviations from the norm.

**II.114** Maj. Gen. Virgil L. Peterson served as Inspector General from December 1939 to June 1945; he was succeeded by Lt. Gen. Dan I. Sultan, who held the post from July 1945 through January 1947. The IG Department

expanded from 60 officers in 1939 to nearly 1,500 in 1945. During the war its organization included subordinate divisions for preparations for overseas movement inspections, overseas inspections, and procurement and construction inspections.

**II.115** Wartime records of the IG are organized into central correspondence files, according to level of security classification. The files are interrelated, so that specific investigations are documented in more than one series. Although much of the material is routine in nature, it provides extensive documentation of racial relations throughout the war, the relationship of the War Department to private business, and specific incidents that gained public notoriety. Because of their investigative nature, many records contain privileged information subject to privacy restrictions.

**II.116 General correspondence, 1939-47** (468 ft.), arranged according to the War Department decimal scheme, documents the routine conduct of IG activities. Bulky files are located at the end of the series; these include rosters of IG personnel, 1936-47, in classification 461. The largest collection of regular and special inspections of Army and Army Air Forces organizations is located in classification 333.1, thereunder arranged alphabetically by category of establishment (e.g., air installations, arsenals and depots, cemeteries) or by type of report (quarterly reports); individual entries are thereunder arranged either alphabetically by name of installation or numerically by unit number. Two categories pertain to numbered divisions, regiments, and nonorganic units; a "miscellaneous" category largely comprises Army air fields and directly complements entries in the category "air installations." There are separate categories for Army Air Forces numbered units, for camps, posts, and stations in the continental U.S.; for named overseas commands (e.g., Caribbean Defense Command, Panama Canal Zone); and for schools.

**II.117** Two classifications furnish extensive data regarding National Guard units, especially



for the pre-Pearl Harbor period. Routine and special inspections of these formations are located in classification 333.4, thereunder arranged numerically by corps area (the nine geographic regions into which the continental U.S. was divided), and thereunder by state. Classification 333.9, which documents investigations into alleged misuse of equipment and property throughout the Army (including contracts with private businesses), includes investigative material for most state National Guards. The investigations cover alleged misuse of funds and improper use of gasoline, vehicles, and other property, and include verbatim transcripts of testimony, depositions, and exhibits introduced in evidence. The amount of material varies from 1-2 ft. per state to more than 30 ft. for New York.

**II.118** The series also provides considerable documentation of routine requests and grievances of individual military personnel. Included are complaints concerning performance ratings (classification 201.6, thereunder alphabetically by name of correspondent); requests for reassignment of duties or transfers (210.3 and 220.3); requests for discharge from service (220.8); and claims for compensation and discharge pay (241.3).

**II.119 Formerly confidential correspondence, 1939-47** (546 ft.), is also arranged according to the War Department decimal scheme. Classification 333.9 (inspections and investigations) constitutes the majority of the series, thereunder arranged by category (e.g., "Personnel," "Camps, Posts, and Stations," "Forts," "Miscellaneous," "Numbered Units"), thereunder arranged alphabetically by name of individual or organization, or numerically by unit designation; the "Miscellaneous" category is arranged alphabetically by subject (e.g., "contracts," "discrimination") or by organization name ("Army Effects Bureau," "Foreign Liquidation Commission, China").

**II.120** IG records regarding War Department relations with private companies are scattered throughout the series. Routine inspections

of plants and investigations into alleged overcharging, fraud, and other misuse of allotted funds, are especially prevalent in the following decimal classifications: 161, thereunder alphabetically by company name; 333.1, thereunder in part by subject or type of plant (e.g., "plant protection," "contract-owned plants," "Government-owned, contractor-operated plants"), and in part alphabetically by company name; 333.9 "Companies," thereunder alphabetically by company name; and 333.9 "Miscellaneous," subject "contracts." Additional information is located among records of individual military personnel and facilities directly involved in contract negotiations with private companies; for example, file 333.9 "Personnel"- "Wyman, Theodore," documents alleged favoritism in construction projects awarded by the Corps of Engineers in Hawaii prior to Pearl Harbor. Classification 580 includes an investigation into the cost of Pan American Airways' participation in the de-Germanization (sic) and takeover of Avianca Airlines in Latin America, November 1941.

**II.121** Similarly, racial disturbances within the American military, and to a lesser extent between the military and civilians, are documented throughout the series. Particularly valuable are the following classifications: 291.2 (which includes an investigation into racial slurs by American officers against members of the 442d Regimental Combat Team (Nisei), Ft. Riley, KS); 333.9 "Cities and Countries" (file Alexandria, VA, January 1942); 333.9 "Forts," especially Ft. Bragg, NC, August 1941, and Ft. Jackson, SC, January 1941; 333.9 "Miscellaneous" (subject file "discrimination"); and 333.9 "Numbered Units" (file 92nd Infantry Division).

**II.122** The general correspondence also furnishes some information concerning military operations and their aftermath. Incidents of shootings of German prisoners of war in the U.S., for example, are documented in classification 333.9 "Camps, Posts, and Stations" (file POW Camp, Camp Trinidad, CO), and 333.9 "Miscellaneous"- "POW Guards." Accounts of

the loss of the troopship Sicilien to enemy action, June 1942 are located in classification 333.9 "U.S. Army Transports." An excellent description of Army installations on Oahu in February 1940 can be found in file 333.1 Harbor Defenses-Pearl Harbor, Hawaii.

**II.123** Much more selective is **formerly secret correspondence, 1939-47** (33 ft.), also arranged according to the War Department decimal scheme. The most significant documentation is found in the "overseas readiness reports," June 1943-December 1945, prepared for specific units about to embark on overseas duty. These summary inspection reports are located in classification 333.1. Classification 312.1 includes a survey of African-American units in the Army as of January 1944.

**II.124** Classification 333.9 again constitutes an important collection of investigations into specific wartime incidents. File 333.9 "301st Infantry" documents that unit's surrender to German forces in January 1945. File 333.9 "Soviet Citizens" documents the forced repatriation of Soviet nationals by U.S. units to Soviet authorities in Germany, August 1945; file 333.9 "Soviet Internees" concerns the alleged mistreatment of Soviet nationals, who had been captured while serving with German armed forces, at an internee camp in Idaho, January 1945.

**II.125** The **index to decimal correspondence, 1917-54** (82 ft.), serves as a detailed finding aid to all three correspondence series. This card index is arranged in three subseries: (1) By organization (including private companies), (2) by subject, and (3) by individual; each is thereunder arranged alphabetically by name. Each card includes the security-classification status, file number, date, and a synopsis of contents for the item indexed.

#### Related Records

**II.126** Use of the IG records should always be supplemented with reference to the Adjutant General's Office **formerly confidential and secret central decimal correspondence file,**

**1940-54**, RG 407, described in chapter I. Classification 333.5 in the **1943-45 subseries** particularly documents IG activities in Army field commands, often relating to military operations (e.g., the surrender of a company to an enemy civilian). Some of these records duplicate or supplement those located in RG 159; others are found only in the AGO correspondence file.

**II.127** Additional documentation of IG field activities is located among the records of headquarters of Army field commands, described in chapters XI-XIII, and of Army Air Forces units, described in chapter X.

#### RG 203    RECORDS OF THE OFFICE OF THE CHIEF OF FINANCE (ARMY)

**II.128** The War Department's Finance Department, headed by the Chief of Finance, was formally established in July 1920, but continued the work performed by earlier financial services. During World War II it provided budgetary, accounting, auditing, and other financial services throughout the Army. Directly subordinate to the Chief of Staff of the Army prior to the war, the Finance Department in March 1942 was placed under the Chief of Administrative Services, Headquarters, Services of Supply (later Army Service Forces). At the same time the budgetary functions of the Chief of Finance were transferred to the newly established Fiscal Division of Headquarters, Services of Supply.

**II.129** In May 1943 the Fiscal Division and the Office of the Chief of Finance were merged to form the Office of the Fiscal Director, Army Service Forces; two months later the Office's budgetary functions were shifted to the new Budget Division, War Department Special Staff. Under this reorganization the Chief of Finance served under the Fiscal Director, and the Finance Department retained all but its budgetary functions. The Department also provided accounting and auditing services for the Selective



Service System and the American National Red Cross.

**II.130** From 1943 through war's end the Finance Department principally comprised the Office of the Fiscal Director in Washington, field agencies of the Office in the continental United States, and Finance agencies (collectively called "Disbursing Offices") in the tactical and service commands in the U.S. and overseas.

**II.131** The extant records of the Office of the Chief of Finance are limited to the period preceding the War Department reorganization of March 1942, and primarily relate to budgetary planning. The most significant of these are **estimates and justifications, with related correspondence and proceedings, 1921-41** (42 ft.), arranged chronologically by year and thereunder alphabetically by subject or type of record. Over 70 percent of these records relate to budgetary matters for 1940-41. The largest subject entries in the series ("Military Estimates," "War Department Estimates," and "War Department Supplemental Estimates") offer comprehensive assessments, but other subject entries detail estimates for specific branches (e.g., "Air Corps," "Seacoast Defense") or specific categories of expenses (e.g., "Printing and Binding," "Salaries"). Additional correspondence and reports on budgetary planning for this period are scattered among six additional series, totaling approximately 9 feet of records. One series, **formerly classified statistical analysis reports, 1941** (less than 1 ft.), arranged numerically, provides tabulated data regarding aircraft procurement and artillery and ammunition requirements.

**II.132** Significant background data on military budgets during the interwar period can be found among the **records of the War Department budget officer relating to estimates and appropriations, 1920-30** (60 ft.), arranged according to the War Department decimal scheme (nearly all under decimals 111, "estimates for appropriations," and 112, "appropriations proper") and thereunder chronologically by budget year. For each budget year, estimates and

appropriations are organized by service branch (e.g., infantry, artillery, engineers, chemical warfare service).

**II.133** Records of Finance Disbursing Offices are included among the Records of U.S. Army Commands, 1942- , RG 338, described in chapters XI-XIII. Related records of the War Department General Staff's Budget Division, RG 165, are described in this chapter.

#### RG 80 GENERAL RECORDS OF THE DEPARTMENT OF THE NAVY, 1798-1947

**II.134** The Department of the Navy, together with the operating forces under the Commander in Chief, United States Fleet, and the Shore Establishment, comprised the three principal components of the Naval Establishment during World War II. The Navy Department served as the Washington headquarters of the Naval Establishment under the direction and supervision of the Secretary of the Navy, who was in turn directly responsible to the President as Commander in Chief of the armed forces of the United States. As of 1930 the Navy Department consisted of the Secretary and his principal civilian executive assistants; the Office of the Chief of Naval Operations; the Office of the Judge Advocate (Navy); eight bureaus responsible for specific material aspects or functions (e.g., Aeronautics, Ordnance, Medicine and Surgery); and several offices and divisions.

**II.135** The beginning of hostilities in Europe in 1939 resulted in major reorganizations as the Navy Department prepared for the eventuality of war. In 1940 the Bureau of Construction and Repair merged with the Bureau of Engineering to become the Bureau of Ships. The Offices of the Under and Assistant Secretaries, established in August 1940, informally divided responsibilities with the Secretary in the production and procurement of materiel and in the administration and business management of the Navy Department. An Assistant Secretary for Aeronautics, reestablished in September 1941, coordi-

nated naval aviation policy with other Government branches. The Office of Coordinator of Research and Development, which replaced the Technical Aide's Office in July 1941, unified Navy scientific and technological research activities. In 1942 the Office of the Chief of Naval Operations was combined with the Commander in Chief, U.S. Fleet for the duration of the war.

### The Executive Office of the Secretary of the Navy

**II.136** In December 1942 the Secretary of the Navy established the Executive Office of the Secretary of the Navy (also known as EXOS) as the administrative head of the various offices, divisions, boards, and commissions created to assist the Secretary and his civilian assistants in carrying out their responsibilities.

**II.137** The men who served as Secretary of the Navy during this period were James Edison (January-June 1940), Frank Knox (July 1940-April 1944), and James V. Forrestal (April 1944-September 1947).

**II.138** Described in this chapter are the EXOS offices and records that relate to administrative, budgetary, and personnel matters. Although EXOS was established in December 1942, it inherited many records from the inter-war period, reflecting the continuing nature of many of these activities. Other records of EXOS components concerning policy and planning, manpower utilization, and the production and procurement of materiel are described in chapters I, III, and IV, respectively; records pertaining to the investigations into the attack on Pearl Harbor are described in chapter XII.

**II.139** The general correspondence of the Office of the Secretary of the Navy, 1940-42 (497 ft.), is arranged according to the *Navy Filing Manual (NFM)*; most letters also bear a six-digit code number indicating the date (e.g., 420528 for May 28, 1942). Larger files are thereunder chronologically arranged; individual documents in the series are dated as early as

1936. The series comprises the combined general correspondence of the Office of the Secretary of the Navy, the Judge Advocate General, and the Chief of Naval Operations for the period July 1, 1940-June 30, 1942. After the latter date recordkeeping was decentralized and separate files established for each of the three offices. The correspondence is between these offices and other Navy Department offices and bureaus, Government agencies, and private companies and individuals. In some cases, a file contains only a copy of a cover letter, without its enclosure. Cross-reference sheets are scattered throughout the files.

**II.140** Large segments of the series pertain to personnel matters. Classification 00 (thereunder arranged alphabetically by individual name) consists of scattered correspondence on individuals serving or applying for service as Navy officers. These are not personnel files, but individual letters regarding such actions as a recall to duty, a payment claim, or an estimate of fitness. Closely related is classification QR3, comprising applications and recommendations for appointments as officers or callups for active duty from the Naval Reserves; the individuals here do not appear to duplicate those found under classification 00. Classification MM (thereunder arranged alphabetically by name) contains extensive documentation regarding naval personnel court martialed or otherwise imprisoned during the period.

**II.141** Information regarding naval warships and units is confined to routine administrative matters (e.g., inspection reports, assignments of officers). For destroyers USS Greer (classification DD 145) and USS Reuben James (DD 245), for example, there is no substantive information regarding their torpedoing in the North Atlantic in the autumn of 1941. Data concerning Marine Corps detachments on station (classification KP) consists of reports on traffic accidents involving Marine personnel or property.

**II.142** The series provides significant documentation on strategic materials, contracting, and the construction of facilities in 1940-41. File



A16-1(3) furnishes data on requirements and available stockpiles of such critical materials as copper, aluminum, and rubber; classification QM/A9-1 contains annual reports of oil companies holding leases to oil fields under the Office of Naval Petroleum Reserves. General information on contracts with private firms is located in classifications L4-3 and QM/L4-3, with more detailed information scattered under the classifications for specific naval installations (e.g., file NT4-3/L4-3 provides lists of contracts and contractors for the Navy Supply Depot at Norfolk, VA). Classification JJ40 details purchases of equipment and supplies from private companies. Extensive information concerning construction and expansion of naval installations and facilities in specific Naval Districts can be found under classifications ND1 through ND17.

**II.143** Also of note is a collection of letters received by the Secretary from private citizens with suggestions for winning the war or requests for information about American citizens caught in combat zones at the beginning of hostilities (classification QW20). Strikes and labor disputes at companies under Navy contract are extensively documented in file P8-1(3). Documentation of U.S. Navy recruiting (classification QN/P14-4) includes considerable information regarding the status and potential naval service of African-Americans.

**II.144** The **name and subject index to the general correspondence, 1930-42** (138 ft.), constitutes a finding aid to the above series and to the general correspondence for the period 1930-40. Each card in this alphabetically arranged index contains a name or subject index entry, the date and abstract of the contents of the correspondence, and the file designation assigned to the correspondence. Where a single word indexes several names and subjects, the index cards are arranged in the following order: Persons, ships, places, and other. The prefix "U.S." is disregarded; "Mc" entries are filed before "Mac." The index has been microfilmed as National Archives Microfilm Publication M1067.

**II.145** A supplemental finding aid to the general correspondence is provided by the **letters sent ("spindle file"), July 1940-June 1942** (100 ft.), consisting of duplicates of letters located in the general correspondence. These are arranged according to the class of addressee in the following subseries: Navy Department bureaus and offices; multiple addressees (heading "More than One"); official circulars, memorandums, etc.; naval districts; fleets and squadrons; naval shore activities; ships; officers; government agencies; Congressional representatives and committees; private individuals; and miscellaneous addressees. Arrangement within the subseries is primarily alphabetical, excepting the naval districts, which are in numerical order; thereunder files are arranged chronologically. The letters provide file citations to the location of duplicate copies in the general correspondence.

**II.146** For the remainder of the war, the **general correspondence of the Office of the Secretary of the Navy** is arranged in the following chronological subseries: **July 1942-June 1943** (62 ft.), **July 1943-June 1944** (38 ft.), **July 1944-June 1945** (28 ft.), and **July 1945-June 1946** (38 ft.). The arrangement follows that of the 1940-42 general correspondence, except that bulkier items are appended as "enclosures" to specific *NFM* classifications at the end of each subseries. Classification 00 (thereunder arranged alphabetically) continues to provide the same kind of information concerning the appointment of officers noted earlier, as do classifications L4-3 (general contracts), QR3 (Naval Reserves), and QW20 (suggestions for war measures). In addition, the records provide considerable information concerning wages (classifications L16-4 and P8-1) and general working conditions (P18 and P20-1) for civilian employees at plants under Navy contract and at naval installations, data regarding lend-lease aid to other Allied powers (A16-4), and some intelligence publications regarding German and Japanese forces (A8-2). Classification P14-2 consists of applications for civilian employment, arranged alphabetically by name. Classification QR8 serves as an

informal index to records relating to the WAVES, consisting entirely of cross-reference sheets to documents scattered throughout the general correspondence.

**II.147** The indexes to the general correspondence, 1942-46 (126 ft.), are similar to the "spindle file" finding aid to the 1940-42 general correspondence. They are arranged in the same chronological subseries as found in the general correspondence. Within each of these subseries they are organized as follows: Miscellaneous (including private companies and individuals, thereunder arranged alphabetically); multiple addressees (heading "More than One"); Navy bureaus and offices; boards, committees, and courts; naval activities, including shipyards, depots, and other shore establishments (arranged alphabetically by geographic location), and naval districts (arranged numerically); fleets; and executive agencies (including Congress, arranged alphabetically by title). Within each category documents are arranged chronologically. The indexes comprise cross-reference sheets and some carbon copies of outgoing letters.

**II.148** Duplicates of correspondence found in the general correspondence files were micro-filmed by the Navy, apparently as a separate chronological record. The microfilm copy of miscellaneous letters sent, April 1942-March 1943, reproduced on 20 rolls of 16mm microfilm, is chronologically arranged and includes correspondence sent by the Secretary, the Assistant Secretaries, the Chief and Vice-Chief of Naval Operations, aides to the secretary, and heads of EXOS divisions. More comprehensive is the microfilm copy of letters received, April 1942-January 1947, reproduced on 503 rolls of 16mm microfilm, arranged chronologically. These include letters received from all sources by the same offices noted above as well as by Navy bureau chiefs, the Judge Advocate General, and various Navy Department boards and divisions.

### The Administrative Office

**II.149** Within the Executive Office of the Secretary of the Navy, the Administrative Office (established July 1941) facilitated the general administration and business management of the Naval Establishment. It was responsible for management services, including "housekeeping" activities, warehousing, building security, transportation, rationing, and civilian payrolls and welfare, and for the general function of increasing the efficiency and economy of office operation. The Office also acted in a staff capacity to the Naval Establishment on printing and publications control, records management, microfilm programs, and office-space organization.

**II.150** By 1945 the Office comprised the Space Planning and Control Office, the Supply and Equipment Division, the Publications Division, the Office of Mail Coordination, the Office of Communications Coordinator, the Office of Provost Marshal, the Transportation Division, the Administrative Division, and the Office of Records Administration.

**II.151** The records of the last office are separately described elsewhere in this section. Many records of the Administrative Office have been incorporated within the EXOS general correspondence files already described. The remaining extant series are described below.

**II.152** The index to boards and committees on which the Navy was represented, 1941-46 (1 ft.), is a card file that apparently served as an internal reference aid. The machine-generated cards are arranged according to type of committee (e.g., joint with Army, intergovernmental, intrabureau), with a second arrangement according to card perforations. Each card includes the name of the committee, the authority under which it was established, its purpose, names of individuals serving on it, and names of subcommittees.



**II.153** The Navy Department's **general orders, 1935-44** (less than 1 ft.), arranged chronologically in numerical order (1-208), include all orders of permanent and temporary application addressed to the Navy on matters not affecting Navy regulations or naval instructions. These records have been included in those microfilmed as National Archives Microfilm Publication M984, *Navy Department General Orders 1863-1948*. Complementing the general orders are the three series of changes in Navy regulations and instructions and circulars issued by the Navy Department, 1913-44 (totaling 2 ft.), regulating the administration of pay and benefits.

Office of Industrial Relations (formerly Division of Shore Establishments and Civilian Personnel)

**II.154** The Office of Industrial Relations (OIR) was established on September 14, 1945, as a redesignation of the Division of Shore Establishments and Civilian Personnel. The latter had come into existence on January 20, 1944, as a consolidation of the Shore Establishments Division and the Division of Personnel, Supervision, and Management. OIR and its predecessors were responsible to the Under Secretary of the Navy for the administration of civilian personnel policy and procedures, particularly with regard to naval shore establishments.

**II.155** The Shore Establishments Division, established in 1921, managed and administered the activities and civilian personnel of naval yards and stations. During the war it also dealt with labor problems at private plants under contract to the Navy. The Division of Personnel, Supervision, and Management, created July 1, 1941, supervised civilian personnel administration and training within the Navy Department. Both offices and their consolidated successors dealt with civilian personnel actions, efficiency ratings, training, job safety and classification, wage administration, and employee relations.

**II.156** OIR's **general correspondence, 1945-46** (41 ft.), arranged by year and thereunder according to the *NFM*, includes the 1945 general correspondence of the Division of Shore Establishments and Civilian Personnel. Larger files are arranged chronologically. The correspondence furnishes information on the overall organization and management of the civilian personnel program (classification A3), the general civilian personnel situation at Navy shore establishments, particularly with regard to labor shortages and requirements (P16-1), training programs (P11-1), the use of prisoners of war (A16-2), and relations with labor unions (P8-1). General statistical data can be found in classification A9-10. Extensive personnel data concerning individuals is located in P20-1 and P16-1 (efficiency ratings and appeals) and P8-5 (complaints).

**II.157** The records also touch upon the broader issues of the Navy's position within society. Allegations of discrimination against civilian employees on the basis of race or union membership are particularly located in P-1-4, with additional information included under the general category of complaints and grievances (P8-5). The Navy's participation in meetings and conferences of business associations can be found in A19.

**II.158** The **name and subject index to the general correspondence, 1945-46** (26 ft.), provides access to the above series. The index is arranged by year and thereunder in the following subseries: (1) Navy circular letters, memorandums, and civilian personnel instructions, each arranged chronologically; (2) naval districts, arranged numerically (1-17); (3) Navy Department bureaus and offices, arranged alphabetically; (4) Government agencies outside the Navy Department, arranged alphabetically; (5) naval installations, arranged alphabetically; and (6) miscellaneous names, arranged alphabetically by name of individual or organization. The index consists of carbon copies of outgoing correspondence, together with cross-reference sheets that identify subjects, dates, and abstracts of contents

of individual documents, and appropriate file designations for related correspondence. As no general subjects or topics are indexed, however, this finding aid has only limited value.

**II.159** Among the records of OIR's subordinate offices, those most pertinent to industrial labor issues are located in the records of the Employment Branch's Industrial Manpower Section. Operational from September 1942 to August 1945, this section acted for the Navy in determining policies and procedures for dealing with industrial manpower problems affecting Navy civilian contractors and shore establishments. The section also served as the Navy's liaison with other Federal agencies concerned with industrial management.

**II.160** The Industrial Manpower Section's correspondence is divided into two chronological series, each of which is accompanied by an index. The **general correspondence, January 1942-May 1944** (30 ft.), is arranged according to a subject-numeric classification scheme. Most correspondence postdates January 1943 but some letters dated as early as May 1941 are included. The arrangement consists of 10 major subject categories, arranged alphabetically as follows: Community facilities, companies (or industries), conservation of labor, federal security, organization, publications, recruitment, selective service, war manpower, and war production. Organizational information on the Shore Establishments Division and the Industrial Manpower Section is located under category "organization"; general information on the use of women in war industries can be found under "conservation of labor-12," with related correspondence on day care facilities for working mothers ("community facilities-3").

**II.161** Such significant policy issues as the employment of women, African-Americans, and other minority groups, and the occupational deferment of needed civilian skills from military conscription, are reflected at the grassroots level in the minutes of meetings of regional Manpower Priorities Committees and Production Urgency Committees ("war production"); the same

category also includes minutes of meetings of the Labor Requirements Committee of the War Production Board, September 1942-January 1943. Important data on wartime operation of key industries is incorporated within the "companies" category; for example, the production of U.S. submarines is documented in the file for the "Electric Boat Company."

**II.162** This series is complemented by the **general correspondence, June 1944-August 1945** (24 ft.), distinguished by its arrangement according to the *Navy Filing Manual*. Correspondence and contracts with individual firms are integrated within classification P16-1, which also includes administrative and activity reports of the War Manpower Commission and the War Production Board. Information regarding the employment of women is here located in P14-2, and minutes of meetings of the regional committees noted earlier are contained in A19. Considerable statistical data regarding manpower availability, shortages, and requirements can be found in A9 and P16-1. Classification A16-2 documents the use of POWs in war production.

**II.163** The **name and subject indexes to the general correspondence, January 1942-May 1944 and June 1944-August 1945** (6 ft. and 8 ft., respectively), follow essentially the same arrangement of subseries, with the same type of documentation, as that noted for the name and subject index to OIR's general correspondence described earlier. As with the OIR index, no general subjects or topics are indexed, thus limiting the value of these finding aids.

**II.164** Office of Industrial Relations records also include some records maintained by its immediate predecessor, the Division of Shore Establishments and Civilian Personnel. The office's correspondence files are arranged chronologically. The **general correspondence, 1943** (12 ft.), arranged according to the *Navy Filing Manual*, principally relates to wage schedules (classification L16-4), promotion and demotion (P17-2), and hours of work (P18-2). A partial index to the series is provided by an **alphabetical file, 1943** (8 ft.), consisting of outgoing



correspondence accompanied by the same types of cross-reference sheets as described earlier. The alphabetical file is arranged into the following subseries, thereunder chronologically: Circular letters and multiple addressees; memorandums for file; naval districts; Navy Department bureaus and offices; Government departments and agencies; naval activities; and miscellaneous addresses. This pattern is duplicated for 1944 materials with the **general correspondence, 1944** (20 ft.), and **alphabetical file, 1944** (11 ft.), each of which is arranged in the same manner as its 1943 counterpart. Appended to the end of the 1944 general correspondence are some unarranged subject files for specific naval installations.

**II.165** Distinct from the other 1944 materials is a **chronological file of correspondence relating to personnel, July-December 1944** (5 ft.). Arranged by month and thereunder alphabetically, the correspondence concerns employment applications, appointments, transfers, transportation, pay, and other personnel matters affecting individual civilian employees in the Shore Establishment.

**II.166** Among other subordinate units of OIR, the records of the Employee Relations Branch document beneficial suggestions offered by civilian workers, the vast majority of which concern proposed mechanical devices or techniques. The earliest are located in the **beneficial suggestion case files, August 1918-December 1942** (5 ft.), arranged in case folders alphabetically by name of employee. These include descriptions, drawings, diagrams, and blueprints of suggested devices, releases by employees of title to their suggestions, and receipts of payment for suggestion awards. Roughly one-quarter of the case files pertain to the 1940-42 period. More extensive are the **beneficial suggestion case files, 1943-47** (163 ft.), arranged by year and thereunder alphabetically by name of employee. A continuation of the earlier series, this material duplicates the types of information and documentation found earlier. Where more than one suggestion was made by the same individual,

all pertinent records are filed together in the same folder.

**II.167** Records of OIR's Safety Engineering Branch consist of two series. The **general correspondence, 1923-43** (15 ft.), is arranged according to a subject-numeric filing scheme, a key to which is located at the beginning of the series. The majority of the material originated during the war years and relates to safety procedures and equipment for civilian employees working in war industries. Included are monthly accident reports (classification 102), agenda and minutes of meetings and conferences of various safety committees and groups (314), and a collection of correspondence, publications, press clippings, and illustrations of protective clothing and equipment for women workers (308-7). Safety publications are scattered throughout the series.

**II.168** More pertinent to safety programs at specific naval installations is **correspondence with field activities, 1930-43** (4 ft.), arranged alphabetically by geographic name of installation (e.g., "Terminal Island" for Naval Air Station, Roosevelt Base, Terminal Island). This relates to local safety engineering activities and incidents, industrial health, and accident prevention programs, primarily for the 1941-43 period.

#### Office of Budget and Reports

**II.169** The Office of Budget and Reports (OBR), established on January 4, 1941, assumed the functions of the former Central Statistical Office and the Budget Office, both of which were abolished. The former Budget Officer of the Department of the Navy took charge of the new office as Director of Budget Reports. Throughout the war OBR prepared estimates for the Navy's budget, reviewed and integrated preliminary budget estimates of the various Navy offices and bureaus, prepared and transmitted the annual Navy Department budget to the Bureau of the Budget, and revised the budgetary program to suit allotted funds as approved by Congress. For the first year of its existence OBR also

coordinated and analyzed general statistical data received from various Navy offices and bureaus.

**II.170** In January 1942 the Division of Reports, which had performed the statistical functions within OBR, was transferred to the newly established Office of Procurement and Material. Thereafter OBR concerned itself almost exclusively with budgetary matters. Through 1942 it included separate branches for estimates, lend-lease, and financial reports. By 1945 OBR's organization consisted of sections for administration, financial reports, hearings, defense aid, and appropriations for miscellaneous expenses. Throughout the war OBR was headed by an Executive Officer, initially Lt. Cmdr. C. Bouton McDougal, succeeded by Comdr. John W. Avirett. After the war the Office was briefly consolidated with the Office of Fiscal Director, but regained independent status in 1947.

**II.171** The records of OBR, including those of the predecessor Budget Office, number approximately 62 ft. Among these materials, the **reading file ("spindle file"), May 1926-July 1946** (15 ft.), arranged chronologically, consists largely of file copies of outgoing correspondence and memorandums of OBR concerning budgetary matters on all aspects of Navy activities. Included are some incoming letters, memorandums, and reports on these topics. The vast majority of the correspondence dates from the period 1940-45.

**II.172** More comprehensive for this period is the **general correspondence, January 1940-March 1947** (12 ft.), arranged according to a subject-numeric classification with 13 subjects (designated I-II, IV-XIV). The series includes incoming and outgoing correspondence, reports, memorandums, and congressional legislation. Subject categories include appropriations (I); national defense (II); Navy appropriation bills (IV); naval aviation (V); ships (VI); organization (comprising general organizational data on the Navy) (VII); legislation (VIII); auxiliary forces of the Navy (Marines, Coast Guard) (IX); public works (X); Government travel and transportation (including inspection reports prepared by OBR,

the Bureau of the Budget, and Congress) (XI); publicity reports (XII); treaty authorizations and naval policy (XIII); and miscellaneous (XIV). A list of file subheadings is located at the beginning of the series.

**II.173** Access to part of the general correspondence is facilitated by a **subject card index** for the 1943-47 period. Arranged alphabetically by subject, the cards provide the dates, correspondents, topics, and file designations for general subjects. No named individuals are included.

**II.174** **Records relating to budget preparations and estimates for fiscal years 1941-48, January 1939-March 1947** (6 ft.), arranged by fiscal year and thereunder chronologically, constitute a working file in the preparation of budgets. Included are testimony and speeches given by Navy officials before congressional committees and the Bureau of the Budget; estimates and statements of expenditures; draft budgets; and numerous statistical tabulations regarding Navy personnel, ships, and aircraft.

**II.175** Similar in nature, but more valuable for postwar planning information are **budget estimates and related records for fiscal years 1945-47, 1944-46** (19 ft.), arranged by fiscal year, thereunder by type of budget action (e.g., Presentations before Congressional Committees, Preliminary Estimates), and thereunder by book number. For most budget actions, books are numbered 1-14 according to general subject (e.g., Book 2, training, education, and welfare; Book 11, increase and replacement of naval vessels) or organization (e.g., Book 4, Maintenance, Bureau of Ships; Book 10, Marine Corps). Proposed expenditures are generally presented in a detailed listing for specific projects or activities, often accompanied by justifications or statements of office functions.

**II.176** Additional postwar budgetary planning is documented by **records relating to planning, August 1945-January 1946** (2 ft.), arranged in three subseries according to types of plans: Subsidiary postwar plans, subsidiary demobilization plans, and plans of postwar



cutbacks. The first and last concern budgetary planning for specific offices and activities, and demobilization plans relate to the disposal of surplus property and installations. Two other small series (totaling less than 1 ft.) also relate to demobilization planning and postwar personnel requirements.

**II.177** The office files of the **Executive Officer, 1941-46** (6 ft.), arranged alphabetically by subject, consist largely of correspondence relating to the preparation, implementation, and termination of contracts and to changes in contract procedures. Included is organizational and personnel data regarding the Executive Officer's staff, and contract forms used throughout the Navy during this period.

**II.178** Additional series of OBR records (totaling less than 2 ft.) include **circular letters, 1932-38**, issued by the Navy Budget Officer; **circulars and bulletins of the Bureau of the Budget, 1926-45**; **directives and orders relating to procurement, 1941-44**; and **miscellaneous records, 1943-46**, including some information concerning lend-lease aid and its return, 1945-46.

#### Office of the Fiscal Director

**II.179** The establishment of the Office of Fiscal Director on December 2, 1944, resulted from the need for a more centralized coordination and direction of the Navy's fiscal program. The Office assumed functions previously or partially exercised by the Office of Budget and Reports, the Bureau of Supplies and Accounts, and the Under Secretary of the Navy. Reporting directly to the Secretary of the Navy, the Fiscal Director was assisted by a unit of the Office of Budget and Reports in budgetary estimates and appropriations, by fiscal divisions established in all Navy bureaus and offices, and by the Navy Department's General Counsel in legal matters.

**II.180** Rear Adm. Wilfried J. McNeill served as Fiscal Director from the office's establishment until late 1947. For most of its existence the Office's subordinate branches

included those for Fiscal Management, Policy Management, Systems and Control Procedures, and Special Costs and Audit. In 1950 the Office of Fiscal Director was replaced by the Office of the Comptroller. Records of the Office number approximately 22 ft., selected series of which are described below.

**II.181** The Office's **general correspondence, 1944-45** (5 ft.), arranged according to the *NFM*, documents relations with other Navy bureaus and offices, with the Bureau of the Budget and the General Accounting Office, and with members of Congress. Some items date back to the 1930's. The material concerns budget preparations, hearings, and presentations before Congress and the Bureau of the Budget (classification L1); contracts negotiated with private companies (L4-3); and the application of cost-accounting procedures throughout the Navy (L10). Information concerning the organization and personnel of the Office can be found in classifications P16-1 through P20-2. A partial index to the contents of this series for 1945 is provided by the **reading file, 1945**, consisting of chronologically arranged outgoing correspondence from the Fiscal Director, many of which provide cross-references to more comprehensive files in the general correspondence.

**II.182** Several series pertain to the standardization of Navy accounting procedures. **Reports of accounting procedures at naval shore establishments, 1944** (2 ft.), arranged by State and thereunder by installation, were compiled by the Accounting Group within the Bureau of Supplies and Accounts from surveys of disbursing, time- and leave-keeping and payroll of personnel, and inventory and management accounting at Navy yards, air stations, and supply depots. **Records relating to surveys of accounting procedures in naval shipyards, 1946-47** (12 ft.), arranged alphabetically by subject, constitute working files accumulated by the Shipyard Accounting Group within the Bureau of Supplies and Accounts. Most pertain to surveys of individual shipyards' accounting and reporting procedures, with considerable

statistical and organizational data. Some records also concern the general administration and functions of the Shipyard Accounting Group, including handbooks for cost accounting developed by the Bureau of Supplies and Accounts.

**II.183** More general is **correspondence relating to accounting procedures and fiscal administration, 1943-45** (1 ft.). This is arranged in three subseries, each of which is arranged alphabetically by subject and thereunder chronologically. Respectively, they document (1) the history and functions of the Office of Fiscal Director, (2) proposed changes in accounting organization and procedures, and (3) civilian personnel policies with respect to the Office of Fiscal Director.

**II.184** Of the remaining small series, only **joint Navy-War Production Board audit reports of controlled material programs at Navy yards, September 1943-May 1945** (0.5 ft.), relate to wartime activities. Arranged alphabetically by name of navy yard, the records detail stock accounts of steel, aluminum, and copper requirements at these facilities.

#### Office of Records Administration

**II.185** On October 10, 1941, the Office of Records Coordination was established by the Secretary of the Navy to plan, coordinate, and improve records administration throughout the Naval Establishment. The Office was directed to create methods and procedures relating to creating, organizing, servicing, preserving, micro-filming, destroying, and transferring custody of Navy records. On September 1, 1942, the Office was renamed the Office of Records Administration under Emmet J. Leahy. Throughout the war its activities were supervised by the Under Secretary of the Navy. The Office was redesignated the Office Methods Branch on January 1, 1946.

**II.186** The Office's **general correspondence, 1941-47** (6 ft.), is arranged according to a numeric-subject filing scheme, a copy of which is included at the beginning of the series. The

series is invaluable as a guide to the types of records created and maintained by Navy vessels and units during the war and the disposition of these records at war's end. Listings of the records maintained on board individual U.S. warships, for example, are located in classification NR1-3 ("Fleet Administrative Correspondence"); records schedules used in the disposal or permanent retention of Navy records are located in classification NR4. The records provide information on the disposition of contracts (NR1-1), Marine Corps records (NR1-8), and Coast Guard records (NR1-13). Unauthorized destruction of records is documented in classifications NR9 and NR7.

**II.187** Also included is extensive correspondence with and about the National Archives (NA1-1 through NA1-3 and NR5-1), including organizational data and negotiations on the permanent transfer of records. Information regarding staffing and personnel within the Office of Records Administration can be found in classifications PE4 through PE9. Classification category PE also documents the disposition of Navy medical records (PE (Medical Records)).

#### Office of the Management Engineer

**II.188** Originally organized within the Administrative Office in March 1942, the Office of the Management Engineer acquired independent status under the Assistant Secretary of the Navy on January 5, 1944. On September 1, 1944, it was made responsible to the Under Secretary, under whom it operated for the rest of the war. The Management Engineer and his staff advised and assisted the Navy Department in developing an adequate organizational structure, coordinating management activities in the Department, eliminating nonessential work, and improving personnel use.

**II.189** Extant records of the Office of the Management Engineer do not reflect all of these activities, but focus on the elimination of unnecessary paperwork in 1942. Three series of



records relate to this issue, comprising **questionnaires and sample forms, 1942** (4 ft.); **bureau reports and correspondence, June 1942-January 1943** (5 ft.); and **lists of forms and reports eliminated, September-December 1942** (2 ft.). The material thus complements the records of the Office of Records Administration, described earlier in this section.

#### Navy Department Board of Decorations and Awards

**II.190** The Navy Department Board of Decorations and Awards (until December 1942, the Board of Awards) offered recommendations to the Secretary of the Navy on the bestowal of honors within the Navy, aided in preparing legislation, executive orders, and general orders regarding awards and medals, and cooperated in defining policies and designing medals. After the war the Board cooperated with the Board to Review Recommendations for Awards of Decorations and Medals (established by the Secretary of the Navy in December 1945).

**II.191** **Letters to the Secretary of the Navy relating to recommendations for awards, 1945-47** (2 ft.), arranged alphabetically by initial letter of surname of the person recommended, comprise brief statements of approval or disapproval of awards to Navy personnel. No details concerning the actions for which the individuals were recommended are provided. Such information is available in the **briefs of cases acted upon by the Board, 1927-42** (1 ft.), arranged chronologically, but only for individual acts of heroism that occurred at the beginning of the war. The series principally documents recommended awards for World War I and interwar actions, including some connected with the sinking of the USS Panay in China, 1937. The briefs are presented in tabular format, with name and station of nominee, name(s) of person(s) recommending the award, kind of award, abstracts of documentation supporting the recommendation, and nature of final action of the Board.

#### Related Records

**II.192** Additional information regarding the administration, budget, and personnel issues of the Navy Department are included among the correspondence files of the Secretary of the Navy and of the Under and Assistant Secretaries, RG 80. These records are described in chapters I and IV. More detailed documentation will be found among Records of the Bureau of Naval Personnel, RG 24, and Records of the Bureau of Supplies and Accounts, RG 143, both of which are described in this chapter.

#### **RG 24 RECORDS OF THE BUREAU OF NAVAL PERSONNEL**

**II.193** The Bureau of Naval Personnel originated in July 1862 as the Bureau of Navigation, which was responsible for certain personnel functions relating to officers. Over the next 80 years nonpersonnel functions were gradually transferred to other offices and personnel functions were added until, in May 1942, the Bureau of Navigation was redesignated the Bureau of Naval Personnel. During World War II the Bureau directed the procurement, training, assignment, welfare, and separation of Navy officers and enlisted men. Additionally, the Bureau supervised the U.S. Naval Academy, the Naval War College, the "V-12" program (for educating and training college students as future junior officers, into which the Naval Reserve Officers Training Corps was incorporated), and other schools; established complements of Navy ships; directed the activities of the Navy Chaplain Corps; and toward the end of the war administered the payment of allowances and allotments to relatives of servicemen. The Bureau was also responsible for naval aviation training until October 1943, when this function was transferred to the Bureau of Aeronautics.

**II.194** In addition to the Office of the Chief of Naval Personnel, the Bureau's principal wartime components (generally called "activities") included the Planning and Control Activi-

ty, the Officer Personnel Activity, the Enlisted Personnel Activity, the Training Activity, the Welfare Activity, the Records and Transportation Activity, the Chaplains Division, and a large number of Field Activities. The head of the Bureau from June 1939 to December 1941 was Rear Adm. Chester W. Nimitz; he was succeeded by Rear (later Vice) Adm. Randall Jacobs, who served as Chief of Naval Personnel until September 1945.

**II.195** The volume of records created by the Bureau precludes detailed description. Postwar reorganizations of the Bureau, moreover, redistributed wartime files, so that extant records do not necessarily follow the Bureau's original organization. Principal subgroups and selected series are described below.

**II.196** The Bureau's **general correspondence, 1925-45** (ca. 1,964 ft.), is divided into two chronological subseries (1925-40 and 1941-45) and thereunder arranged according to the alpha-numeric scheme of the *NFM*; larger individual files within this scheme are thereunder arranged chronologically. The **1925-40 subseries** (ca. 706 ft.) primarily relates to personnel and administrative issues. Appointments and enlistments are detailed in the files under classification P14; data regarding personnel strength and distribution is located under classification P16-1. Classification P17-2 documents advancement and promotion policies and cases. Statistical data on general strength, casualties, and religious and ethnic composition of Navy personnel can be found under classification A9-10(A).

**II.197** In addition, extensive data concerning Navy aviation is located under classification EN 11, including numerous issues of the bi-weekly *Bureau of Aeronautics Newsletter*, February 1925-March 1940 (files EN 11/A7-1 (1-114)). Information for specific ships, including personnel transfers, repairs and alterations costs, and allocation of new equipment, can be found under the subject classifications for those vessels (e.g., BB39 for USS Arizona, DD245 for USS Reuben James, etc.). Intelligence on personnel policies in foreign navies is filed under

the general classification EF, with considerable data for the British (classification EF 13), German (EF 30), Italian (EF 36) and Japanese (EF 37) navies. Files EF 16/21-674 and EF 37/150-474 comprise numerous reports of U.S. Navy and Marine Corps representatives in China regarding the Sino-Japanese conflict and Japan's relations with Western powers, November 1935-November 1941. File A 18/1224 contains a listing of the casualties suffered aboard the gunboat USS Panay, sunk by the Japanese in December 1937.

**II.198** The **1941-45 subseries** (ca. 1,258 ft.) duplicates for the war period the categories of information noted above filed under the same subject classifications. In addition, wartime Navy recruitment is described under classification P14-4, and personnel training under classification P11-1. Individual awards and decorations are described under classifications P15 and QB4; the former also includes unit citations. The discharge and demobilization of personnel is documented under P19.

**II.199** Wartime administration of the U.S. Naval Academy, Annapolis, MD, and the Naval War College, Newport, RI, are described under classifications NC2 and NC3, respectively. The activities of the Office of the Director of the Women Appointed for Voluntary Emergency Service are primarily documented under classification QR8. Information concerning recreational programs and USO shows for naval personnel can be found throughout classification P21.

**II.200** Individual and aggregate data on casualties can be found under P6-1; additional information regarding captured and missing personnel is located under A16-2. It should be noted, however, that the files for individual warships (e.g., BB39 for USS Arizona, CV5 for USS Yorktown) do not include data on personnel losses or damage suffered in combat engagements.

**II.201** The Bureau of Navigation/Naval Personnel's annual reports, or material collected for inclusion with the Secretary of the Navy's annual reports, for the years 1941-46 are located



under classification A9-1. Lend-lease aid to Allied powers is documented in classification A16-4. General data on naval aviation, including scattered copies of the *Bureau of Aeronautics Newsletter* from April 1940 to January 1943, can be found under EN 11/A7-1; classification A 21/L11-1 details losses of individual aircraft. Wartime intelligence on personnel policies in the German, Italian, and Japanese Navies is located under classifications EF 30, 36, and 37, respectively; extensive data on personnel policies within the British and Canadian Navies can be found in EF 13.

**II.202** Indexes to the Bureau's general correspondence are provided by **subject cards, 1903-45**, arranged alphabetically by name of subject, individual, company, or geographic location, and thereunder chronologically, and by the **Navy Filing Manual card index ("history cards"), 1925-42**, arranged according to the *NFM* and thereunder chronologically. The subject cards facilitate access by means of references to individuals, companies, geographic locations, and subjects mentioned in the general correspondence; each card lists several cross-references to individual documents, including the dates, file numbers, and abstracts of the documents' content. The *Navy Filing Manual* card index provides listings of the documents contained in each file, including subordinate file numbers, dates, and abstracts of contents. Although the latter requires a greater familiarity with the filing scheme, it appears more comprehensive than the subject cards. For example, entries for the battleship USS Arizona in the *NFM* index (located under classifications BB39) total 87 cards, while equivalent entries in the subject cards (arranged alphabetically under the general subject "Ship") total 16 cards.

**II.203** **Logs of United States naval ships and stations, 1801-1947**, numbering approximately 72,500 volumes (8,060 ft.), are divided into chronological subseries for the periods 1801-1914, 1915-40, and 1941-47, the last of which constitutes the vast majority of the records. The **1941-47** subseries is further divided

into three sections, including (1) vessels known primarily by nominal designations (e.g., USS Arizona); (2) smaller vessels primarily identified by symbol and/or number designations (e.g., LST-294, PT-109); and (3) a very small number of shore establishments and miscellaneous units for the 1941-42 period (e.g., Argentia Air Station, Newfoundland; Airship Patrol Squadrons 11-13). Each vessel's or unit's logbooks are arranged chronologically.

**II.204** By World War II Navy logbooks had assumed a standard format: Preliminary pages, identifying the ship's symbol or name, the squadron, flotilla, or fleet to which it belonged, the names of the ship's officers, and the log's date span; the main logbook, with daily entries recording the ship's position and movements, weather and sea conditions, and quantities of stores; and a narrative ("Remarks") of events and activities. Entries under the last category included information on personnel changes, passengers, disciplinary actions, injuries, training exercises, combat actions, prisoners of war taken, and casualties suffered. Although most entries are typed, some are handwritten. The final logbooks for vessels sunk or otherwise destroyed were usually lost with the ship; for example, extant logs for USS Arizona, lost at Pearl Harbor on December 7, 1941, conclude on October 31, 1941.

**II.205** For many Navy vessels, logbooks have been available only through the end of June 1945. Those covering the remainder of 1945 are now being accessioned by the National Archives and should be available by 1995.

**II.206** At the end of 1942, constraints of time and personnel led to the Navy Department's decision to drop the requirement for a separate war diary to be maintained by each warship engaged in operations. In place of a war diary, the "Remarks" section of the logbook became the daily operational record for each warship throughout 1943. The "Remarks" section (thereafter identified as "Operational Remarks") was removed from each logbook and forwarded to the Chief of Naval Operations for retention with

other war diaries; often a narrative of "Administrative Remarks," concerned only with personnel actions, remained with the logbook. At the beginning of 1944, the Navy Department reinstated the requirement for a separate war diary, and thereafter logbooks returned to the format of 1941-42. (The withdrawn "Remarks" sections are currently interfiled with other Navy war diaries for World War II, in the custody of the Operational Archives, Naval Historical Center, Washington Navy Yard, Washington, DC. They are tentatively scheduled for transfer to the National Archives in 1995.)

**II.207** A complete listing of available logs is reproduced as *Special List 44: List of Logbooks of U.S. Navy Ships, Stations, and Miscellaneous Units, 1801-1947* (Washington, DC, 1978). Each entry in the special list includes the name or designation of a vessel or unit, the date span of the logbooks for that vessel, and the number of logbooks. All gaps of one month or more are noted in the list, which also includes sample illustrations of logbook entries.

**II.208** Although combat engagements are detailed in narrative form in the logs, the more comprehensive action reports regularly submitted by engaged vessels remain in the custody of the Operational Archives, Naval Historical Center, Washington Navy Yard. These are also tentatively scheduled for transfer to the National Archives in 1995.

**II.209** Related to the logbooks are **operational and signal logs of U.S. Navy Armed Guard units aboard merchant vessels, 1943-45** (325 ft.), arranged alphabetically by name of ship and thereunder chronologically. The records consist of typed and handwritten daily logs of the activities of these Armed Guard units, together with signal logbooks of messages sent and received by the ships. While the logs do not directly reflect ships' movements and activities, they do describe some operations of the convoys to which these vessels were attached. Personnel data for Armed Guard crews follows the same format as that found in U.S. Navy logbooks (e.g., personnel transfers, injuries, disciplinary

actions, casualties); occasionally unit rosters are also included.

**II.210** The operational content of these records is limited. Records do not include vessels sunk by enemy action or otherwise lost, nor do they include foreign-flag vessels (for example, those under Panamanian, Mexican, or Cuban registry) on which Armed Guard units were also regularly placed. Moreover, for many of the vessels the Armed Guard logs begin only in 1944, too late for any reference to known engagements between armed merchantmen and German U-boats that occurred during the 1942-43 period. The records may be seen as complementary to those of the Naval Transportation Service's Armed Guard Files, 1940-45, RG 38, described in chapter IX.

**II.211** The most extensive collection of wartime personnel data can be found among **microfilm copies of muster rolls of ships, stations, and other naval activities, September 1, 1939-January 1, 1949**, reproduced on 19,504 rolls of 16mm microfilm. These are arranged in separate subseries for ships and for nonship activities (e.g., shore establishments, aviation units, construction, training, and other miscellaneous units, and Marine Corps units); each subseries is arranged alphabetically by name or symbol of ship, establishment, or unit and thereunder chronologically. Named ships and smaller craft designated only by symbols and numbers are interfiled in the ships subseries; thus, ship AB-1 follows USS Aaron Ward. Within the nonship subseries, aviation units are included within the general alphabetical arrangement according to type of unit and thereunder by number; e.g., "Patrol Bombing Squadron, No. 1 (through No. 123)." Marine Corps musters are generally arranged numerically by unit designation. Each roll typically reproduces the muster rolls of one ship or unit. There is no comprehensive numbering of microfilm rolls.

**II.212** Each ship's or unit's records include four types of muster rolls: (1) Quarterly rolls, alphabetical lists of enlisted personnel attached to a ship or unit; (2) reports of changes, alpha-



betical lists of enlisted personnel affected by transfers or ratings changes, submitted monthly; (3) passenger lists, for individuals other than enlisted personnel embarked on a ship; and (4) recapitulation sheets, submitted after a ship or unit was decommissioned, summarizing changes of personnel and ratings, totals of men on sick list and of man days in the brig, and total gains or losses through enlistment, reenlistment, and discharge. The quarterly rolls and reports of changes are most significant in furnishing names of personnel; recapitulation sheets provide summary statistics of personnel.

**II.213** In addition to information about individuals, the muster rolls provide data on casualties suffered aboard vessels lost in action, which is generally unavailable in the logbooks described earlier. For example, the muster rolls for USS Arizona, sunk at Pearl Harbor on December 7, 1941, provide detailed information on casualties suffered in the action, updated through March 31, 1942. Exceptions to this are the musters of Marine Corps units lost in the Philippine Islands, China, and Wake Island, 1941-42, where data on individual losses is fragmentary.

**II.214 Indexes to microfilm copies of muster rolls** are arranged in chronological subseries for 1941-46 and 1946-48 and thereunder alphabetically by name or designation of ship or by category of unit (e.g., "Air Bases," "Aviation Squadrons"). The indexes list the ships or units and date spans reproduced on each roll. Although comprehensive in coverage, the indexes refer to an arrangement that no longer pertains; the index entries for "Training Schools," for example, include references to "Naval Training School (Radio) Miami University, Oxford, Ohio," the roll for which is now filed as "Radio Naval Training School, Miami University, Oxford, Ohio."

**II.215 Reports of enlistments at Navy recruiting stations, 1903-42**, fill 376 volumes (101 ft.), 17 of which pertain to fiscal year July 1941-June 1942. The series is arranged chronologically by fiscal year and thereunder alphabeti-

cally by city in which naval recruiting stations were located. For each naval recruiting station, weekly enlistment reports identify the individuals accepted for service, providing for each recruit his service number, name, date of enlistment, initial rating, term of enlistment, and name of the vessel or facility to which the individual was assigned. The weekly reports also furnish the number of applicants and the number rejected, arranged by state.

**II.216** Wartime records of the Bureau's component divisions document a variety of Navy activities. The Planning and Control Activity's **administrative history of the Bureau of Naval Personnel in World War II** (1 ft.), arranged by component division, provides a summary account of the Bureau's activities. Within the Enlisted Personnel Activity, the Recruiting and Induction Division's **records of the publicity and advertising section relating to the Navy Recruiting Program, 1940-1945** (4 ft.), for the most part unarranged, consist of bound scrapbooks of newspaper clippings and enlistment posters. Some of these pertain to specific branches of the Navy, including the WAVES and Navy construction battalions ("Seabees"). The **general records of the Naval Research Personnel Board, March 1944-September 1945** (2 ft.), unarranged, document that body's basic policies, procedures, and decisions (including minutes of meetings) regarding the use of civilian specialists.

**II.217** The Chaplain Division's **miscellaneous records relating to chaplains, 1898-1946** (9 ft.), arranged in part alphabetically by subject, are mostly certificates of appreciation awarded to churches whose ministers had entered the Navy Chaplain Corps. Also included are logs of daily activities at the Chaplains School in Williamsburg, VA, January-May 1945, and a scrapbook of chaplains' activities at the Navy Amphibious Training Base, Ft. Pierce, FL. **Records containing biographical, service-record, and other data about chaplains, 1804-1945** (9 ft.), constitutes a historical collection maintained by Chaplain William W. Edel, USN;

it is arranged in part by name of chaplain and in part by subject. Included are published unit histories for such varied Navy commands as the aircraft carrier USS Block Island, battleships USS Alabama and USS Maryland, light cruiser USS Cleveland, Marine Aircraft Group 61, and several naval construction battalions.

**II.218** Records of the Special Services Division of the Welfare Activity consist of **general records of the Physical Fitness Section, 1942-46** (34 ft.), arranged for the most part according to the *NFM*'s alpha-numeric classification scheme, and **general records of the Recreational Services Section, 1943-46** (30 ft.), arranged according to a subject-numeric classification scheme from 1 (American Red Cross) through 65 (Women's Reserve Division). The former documents the personnel and administrative aspects of the Navy's physical fitness program, but includes naval publications on conditioning programs and photographs of wounded sailors undergoing physical rehabilitation. The latter series especially relates to recreational activities of the USO pertaining to the Navy, but also includes information on the Armed Forces Radio Service; scripts of "Soldier Shows" for radio and theatrical productions; motion pictures; and donations of such items as athletic equipment, playing cards, and cigarettes.

**II.219** Records of Navy training establishments are scattered among NARA's regional archives. Personnel and administrative records of the "V-12" and Naval Reserve Officers Training Corps programs conducted at Yale University, New Haven, CT, 1941-45 (1 ft.), and Dartmouth College, Hanover, NH, 1942-46 (14 ft.), are in the custody of the National Archives-New England Region in Waltham, MA. Similar records for Northwestern University, Evanston, IL, 1941-45 (44 ft.), can be found in the National Archives-Great Lakes Region in Chicago, IL. Records of the Indoctrination School, Fort Schuyler, NY, 1941-46 (26 ft.), including personnel data, are located in the National Archives-Northeast Region in Bayonne, NJ. General correspondence and muster cards for

enlisted men of the Enlisted Naval Training School (Radio), Bedford Springs, PA, 1942-45 (19 ft.), are in the National Archives-Mid Atlantic Region in Philadelphia, PA. Additional records of training activities are incorporated among the Records of Naval Districts and Shore Establishments, RG 181, which are also located in National Archives regional archives branches; some of these records are described in chapter III.

**II.220** Records of the Bureau's Casualty Section, documenting U.S. Navy personnel casualties during the war, are described in chapter IX and in National Archives Reference Information Paper 82, *American Military Casualties and Burials*.

**II.221** Personnel records for individuals who served in the Navy during World War II are in the custody of the National Personnel Records Center, St. Louis, MO. Marine Corps muster rolls and related personnel records are located among the Records of the United States Marine Corps, RG 127, described in this chapter. Supplementary wartime data concerning Navy and Marine Corps personnel is in the custody of the Operational Archives, Naval Historical Center, and of the History and Museums Division, Marine Corps Historical Center, both located at the Washington Navy Yard, Washington, DC. The Operational Archives of the Naval Historical Center also maintain the records of the Bureau of Naval Personnel's Strength Statistics and Casualty Branches, and of the Bureau's Assistant Chief for Women.

#### RG 125 RECORDS OF THE OFFICE OF THE JUDGE ADVOCATE GENERAL (NAVY)

**II.222** The Office of the Judge Advocate General, established within the Navy Department in 1880, was responsible for all major phases of military, administrative, and general legal issues incident to the operation of the Naval Establishment during World War II. In military justice and administrative matters relating to personnel,



the Office was subordinate to the Under Secretary of the Navy; in matters of taxation, settlement of claims, and legislation regarding non-personnel matters, the Office reported to the Assistant Secretary of the Navy. Legal functions relating to patents, trademarks, and copyrights remained within the Office until October 1944, when these responsibilities were transferred to the Office of Research and Inventions.

**II.223** During the war, the Office of the Judge Advocate General included three principal divisions for Military Law, Administrative Law, and General Law. In 1944 a war crimes office was added for the investigation and prosecution of war crimes trials in those areas under Navy jurisdiction. The successive Judge Advocates General during the war were Rear Adms. Walter B. Woodson and Thomas L. Gatch.

**II.224** As in the case of its War Department counterpart, wartime records of the Office the Judge Advocate General mostly remain in the custody of that agency. Accessioned records are most pertinent for the interwar period, extending into 1942. For example, **records of proceedings of general courts-martial, February 1866-November 1942** (860 ft.), consist of 459 volumes and approximately 2,100 looseleaf binders, arranged numerically (volumes and binders numbered 153 through 2835, with gaps, cases therein from 4224 through 79074), approximating chronological order. Each dossier typically includes letters establishing and dissolving the court, charges and specifications, minutes of the court (including a verbatim transcript of proceedings, documents introduced in evidence, the plea of defendant(s), the findings and sentence of the court, and associated correspondence and endorsements. Indexes for names and case numbers after June 1904, however, are not available.

**II.225** Closely related are **records of proceedings of courts of inquiry, boards of investigation, and boards of inquest, May 1866-December 1942** (405 ft.), consisting of 97 volumes and approximately 1,150 looseleaf binders arranged numerically by case number

(4398 through 21330, with gaps). The types of records for each case usually duplicate the types of records for a court-martial, with the exception of a sentence. Both series include a small number of cases heard after American entry into the war. Extending even later into the war are **announcements of convictions by general courts-martial ("Promulgated Letters"), January-December 1929, January 1931-December 1943** (4 ft.), arranged chronologically, which provide the name of defendant, date and place of trial, charges, and sentence for each case in which a conviction occurred during the indicated periods.

**II.226** **Records of proceedings of Naval and Marine Examining Boards and Naval and Marine Retiring Boards, ca. 1890-1941** (791 ft.), generally arranged alphabetically by surname of officer, relate to the promotion, retirement, resignation, or death of Navy and Marine Corps officers. Records for examining boards (to consider officer promotions) typically include fitness reports, medical examinations, statements by the candidates, endorsements, and transmittals; records of retiring boards typically identify dates and times of examination, names and ranks of officers examined, orders for examinations, and findings. Records of the two types of boards are intermingled throughout the series.

**II.227** The records of courts-martial, courts of inquiry, and examining and retiring boards for naval personnel for most of World War II remain in the custody of the Navy's Office of the Judge Advocate General. The limited number of NARA-accessioned records for this period, moreover, fall under general privacy restrictions, and are consequently not generally available to research. Researchers should consult with the appropriate custodial unit for further information.

**II.228** Nonpersonnel records include **records relating to former naval properties, ca. 1914-ca. 1941** (6 ft.), arranged alphabetically by state, territory, and possession and thereunder alphabetically by name of property site, relate to the sale or disposition of naval real estate during

the interwar period. **Closed NOd contracts and bonds with related correspondence, 1924-43** (4 ft.), arranged by contract number, mostly relate to Navy contracts closed during the period August 1933-October 1936. Three series of **patent case files and records relating to interferences, ca. 1918-ca. 1942** (totaling ca. 101 ft.), document patents for inventions and related interference proceedings, but no indexes to these materials are available.

**II.229** Some personnel-related records for World War II remain in the custody of the Navy Judge Advocate General, including the court of inquiry records into the loss of the heavy cruiser Indianapolis, August 1945. RG 125 materials relating to the Navy war crimes program, 1944-49, are described elsewhere in this guide. Many records relating to Navy administrative, property, and contractual legal issues are located among the General Records of the Department of the Navy, RG 80, described in several chapters of this guide. Records of the Judge Advocate General's counterpart in the War Department, located in RG 153, are described in this chapter.

## RG 143 RECORDS OF THE BUREAU OF SUPPLIES AND ACCOUNTS (NAVY)

**II.230** The Bureau of Supplies and Accounts, also known as BuSandA, which succeeded the Bureau of Provisions and Clothing in 1892, was responsible for the supply, finance, and accounting functions of the U.S. naval establishment. Its prewar duties included the purchasing, storage, and distribution of supplies; the maintenance of supply depots and storehouses; and the administration of payments for personnel and services and of money and property accounts of the Navy. Although the war greatly expanded the scope and complexity of activity, these functions remained unchanged after 1941, with two exceptions. Responsibility for procurement was thereafter shared with the technical bureaus (e.g., the Bureaus of Ships, Yards and Docks, Aeronautics) for such major

items as ship construction and repair and aircraft production, and accounting activities were modernized and expanded to include those originally maintained by the technical bureaus. The Chief of the Bureau also served as the Paymaster General of the Navy.

**II.231** Among other specific wartime activities, BuSandA negotiated contracts for the procurement of provisions, clothing, fuel, and lubricants; coordinated the assembly and supply of materials for advanced bases; maintained and inventoried needed stocks of supplies; supervised the transfer of naval property and household effects of naval personnel; administered funds to meet necessary expenses; prepared budgetary estimates for funds controlled by the Bureau; disbursed funds for the payment of naval personnel, civilian personnel employed by the Bureau, and civilian contractors; participated in fulfilling requests for material aid under the terms of the Lend-Lease Act; and played a major role in the administration of Supply Corps personnel.

**II.232** By war's end BuSandA consisted of the Office of the Chief of the Bureau; several staff offices that directly assisted the Office of the Chief (one of which, the Material Redistribution and Disposal Administration, was transferred in 1945 to the Office of Procurement and Material under the Office of the Secretary of the Navy); a Director of Supply, whose principal components were the Requirements and Supply Services Groups; and a Fiscal Director, whose principal components included a Finance Group, an Accounting Group, and a Budget Division. In December 1941 the Bureau also included a War Plans Division, but by the summer of 1942 this office had been abolished and its remaining functions absorbed by the Administrative Planning Division. Wartime Chiefs of the Bureau included Rear Adm. Raymond Spear (1939-June 1942), Rear Adm. William B. Young (June 1942-March 1945), and Rear (later Vice) Adm. William J. Carter (March 1945-October 1946).

**II.233** The volume and nature of the records preclude comprehensive descriptions. The Bureau's **general correspondence file, July**



**1925-January 1942** (2,075 ft.), arranged numerically according to the *NFM* classification scheme and thereunder chronologically, constitutes a useful source of information on financial and logistical conditions in the U.S. Navy at the beginning of the war. File JJ7-3/L4, Edition 17, for example, details fuel oil requirements and consumption, October 1940-June 1941; file L1-1 (Act. 7-1-22), Edition 53, documents Navy expenditures as of June 1941. The files provide extensive financial data for individual bases and ships. Those within classifications L10-5(1)/NY10 and LL/ND14, for example, consist of financial accounts for Pearl Harbor, while classification JJ56-1/NY10 furnishes lists of provisions contracted for Pearl Harbor with civilian businesses on Oahu. Classification L10-5 also includes expense accounts for individual warships, including battleship USS Arizona, September 1935-June 1939 (file L10-5(1)/BB39, Edition 9), and aircraft carrier USS Yorktown, June 1936-June 1941 (file L10-5(1)/CV5, Edition 1).

**II.234** Supplementing this series is the **formerly confidential correspondence file, 1927-42** (15 ft.), arranged alphabetically by subject, which includes annual reports of the U.S. Fleet through 1941; budget estimates for the period 1935-41; data on fuel stocks and transportation, March 1939-April 1942; and authorization orders for the shipment of specific items of equipment, August 1941-August 1943.

**II.235** Also significant are the Bureau's **war plans, 1918-42** (24 ft.), arranged by subject into section numbers, and thereunder either numerically according to the *NFM* or by subject. Section 1C specifically concerns logistical aspects of war plans, 1924-42, including estimates of needed supplies for advance bases in Great Britain, November 1941, and for U.S. forces in Australia, February 1942. Other files provide estimates of needed stocks of rubber (section 1I), fuel (section 1P), and coal and petroleum (section 4B). Regularly issued "statistical summaries of progress" detail Navy procurement, construction, and recruitment during the period 1940-42

(sections 10A, 10B). Section 1R comprises a lecture on Navy Department supply planning in relation to war plans.

**II.236 General correspondence of the War Plans Division, 1940-42** (4 ft.), arranged alphabetically by subject, complements the preceding series with data on the estimated requirements and available stocks of critical raw materials and finished products. **Normal use data tables and related papers, 1935-42** (20 ft.), arranged by naval districts and by classes of materials, compute the average supply needs for types of ships and numbers of men over specified periods (e.g., 30 days, 60 days); the data is particularly relevant in relation to estimated consumption rates of cigarettes, candy bars, and chewing gum.

**II.237 Formerly security-classified correspondence of Logistics Planning Branch relating to procurement and transportation of supplies, 1943-44** (10 ft.), arranged alphabetically by subject or by codename, provides considerable data on the storage and shipment of supplies, although this information is not correlated to specific operations. **Formerly security-classified correspondence relating to advanced bases, 1942-45** (6 ft.), arranged alphabetically by codename of base or by subject, also furnishes data on the assembly of personnel and materiel for advanced bases in the Pacific theater, but again without reference to specific operations.

**II.238 Statistical reports of the Controlled Material Branch of the Stock Division relating to procurement allotments, 1943-46** (5 ft.), arranged by naval district or base and thereunder chronologically, consist only of allotment ledger books. **General correspondence of the Storage Division, 1939-43** (8 ft.), arranged by naval district and thereunder chronologically by shore establishment, concerns procedures and problems in the handling and storage of supplies.

**II.239** Most of the Bureau of Supplies and Accounts' World War II records were recently accessioned by the National Archives, but have not yet been arranged, described, or reviewed

for declassification. These records include the secret, confidential, and unclassified general correspondence files of the Bureau, 1942-45; commissary and clothing research project files for the World War II period; restricted general subject files of the Assistant Chief of Transportation, 1943-51; correspondence and source material for BuSandA manuals and other publications; historical studies and miscellaneous materials concerning the history of the Bureau during World War II; and naval logistics and supply studies. At the time of the compilation of this guide, the date of completion of archival arrangement, description, and declassification of these series could not be estimated. Researchers should direct inquiries to the appropriate custodial branch for further information.

**II.240** Additional records regarding Navy procurement during World War II will be found among the Records of the Bureau of Ships, RG 19, and the Records of the Bureau of Yards and Docks, RG 71, described in chapter IV, and the Records of Naval Districts and Shore Establishments, RG 181, described in chapter V. Related records are located among the General Records of the Department of the Navy, RG 80, described in chapter IX.

## RG 127 RECORDS OF THE UNITED STATES MARINE CORPS

**II.241** The U.S. Marine Corps was created by an act of Congress on July 11, 1798. Although an integral part of the naval establishment, the Marine Corps has always functioned as a specialized amphibious force capable of independent operation. Naval regulations stipulated the corps' specific duties as the garrisoning and defense of navy yards and stations in the continental United States and overseas, the defense of the Panama Canal Zone, the garrisoning of U.S. seacoast defenses, and the provision of detachments for service on board U.S. naval vessels. By World War II the Corps represented a mobile ground- and air-combat force that could

be deployed rapidly to any region to protect American interests.

**II.243** During the war, personnel and administrative matters pertaining to the corps were handled by the headquarters organization in Washington, DC, under the direction of the Commandant of the Marine Corps. When war came, Marine Corps Headquarters consisted of six staff divisions (Plans and Policies, Personnel, Public Relations, Aviation, Reserve, and Recruiting), together with separate departments for Adjutant and Inspector, Quartermaster, and Paymaster. Of the staff divisions, Plans and Policies served as a general staff and exercised control over the formulation of Marine Corps policy and the development of plans for personnel, intelligence, operations, supply, equipment, and training. In May 1943 the Personnel Division was elevated to department status and absorbed the functions of the Adjutant and Inspector's Department, which was abolished, and incorporated the Reserve and Recruiting Divisions. In July 1943 other administrative functions were combined under the newly established Administrative Division. Throughout the war Headquarters, U.S. Marine Corps, also maintained responsibility for training facilities, air stations, bases and barracks, supply depots, and procurement districts within the continental United States.

**II.243** The operational arm of the Marine Corps was the Fleet Marine Force (FMF), under the general command of Navy commanders responsible for the area of operations, but under the tactical control of the senior Marine Corps officer present. In December 1941 the FMF numbered two divisions, two aircraft wings, and several defense battalions, in addition to shipboard detachments. By the end of the war the FMF included two amphibious corps with six divisions, five aircraft wings, and numerous support, training, and supply units. Administrative and supply needs of the FMF were met by the Marine Administrative Command, Fifth Amphibious Corps, succeeded in September



1944 by Headquarters, Fleet Marine Force, Pacific.

**II.244** Most Marine Corps records pertaining to World War II remained in Marine Corps custody until very recently, when they were transferred to the National Archives. The largest collection consists of the **Office of the Commandant general correspondence file, January 1939-June 1950** (ca. 738 ft.). These records are arranged according to a numeric-subject filing scheme (the "Ells-Dran Filing System") that combines major and secondary subject classification with alphabetical arrangement. The records principally concern administrative and personnel issues, including requisitions, recruitment, skills classification, promotions, and the storage and disposal of property. Much of the material pertains to the 1946-50 period.

**II.245** For the World War II period, classification 1935 contains Marine Corps organizational data; classification 1945 pertains to transfers of individual officers and enlisted men to specific assignments. Extensive data on determinations of "killed in action" and "missing in action" status for individual Marine Corps casualties can be found in classification 1435-45; some related statistical data is located in 1435-55, and documentation of burials in 1610-45. Classification 1365 includes extensive data regarding radio and radar equipment used by the Marine Corps during the war; for example, file 1365-150-20-20 includes information regarding the performance of radio equipment under jungle conditions. Classification 1540 includes information on amphibious training; annual inspections of Marine Corps camps, barracks, and other facilities are located in file 2295-10; and file 2445/110 details assignments of Marine personnel on board individual Navy warships. Within classification 1535-75, which deals with the general topic of recruiting, is information concerning the recruitment of personnel with specialized skills in engineering, electronics, public relations (e.g., combat photographers) and communications (including the recruitment of Navajos for encoding voice communications).

**II.246** Included in the series, however, are a number of records that directly relate to military operations. Classification 1975 includes reports on the state of readiness of individual Marine units prior to commitment overseas; classification 2515 documents Marine mobilization plans under the various "color" war plans designated by the War Department. File 2515-15 (1944-47) includes an interrogation of a captured Japanese kamikaze pilot, October 1945; file 2295-80 contains a summary report of combat experiences of the 2nd Marine Raider Battalion on Guadalcanal, prepared by the battalion commander. A postwar account of the operations and surrender of the 4th Marine Regiment in the Philippines, December 1941-May 1942, can be found in file 2515-10 (1944-47).

**II.247** Wartime operations of the Marine Corps are also documented in **story files, press releases, and other publications of the Public Information Division, 1941-46** (30 ft.). Arranged into officer and enlisted man correspondents, thereunder alphabetically by last name of correspondent, the press releases largely constitute citations of heroism for individual Marine Corps personnel and units. At the end of the series is a chronologically arranged collection of Navy Department press releases regarding the Marine Corps, October 1941-December 1946. A separate collection of **military personnel records, Public Information Division, 1941-46** (9 ft.), arranged alphabetically by last name, documents personnel serving in this capacity during the war.

**II.248** In addition, the Adjutant and Inspector Department's **muster rolls, January 1798-December 1945**, number 1,285 volumes (353 ft.); of this total, 680 volumes (roughly 187 ft.) relate to the period September 1939-December 1945. From September 1939 through April 1940 the muster rolls represent consolidated monthly returns for all units; thereafter monthly muster rolls are divided between posts and stations, arranged alphabetically by name, and FMF units, arranged by type of unit and thereunder numerically by unit designation. A list of the

units covered appears at the beginning of each volume.

**II.249** Each unit muster roll generally contains the names of officers and enlisted men (arranged by rank), and remarks regarding transfers, promotions, discharges, and specialist grade or status. Each muster roll usually concludes with a recapitulation sheet that summarizes the unit's numerical strength and changes for the month. For technical and specialized units (e.g., tank battalions, motor transport units, medical, engineer, and headquarters companies), rosters extend through the company level; for Marine infantry regiments, musters extend through the battalion level, with company assignments noted in the "remarks" column. Some data on individual casualties is included.

**II.250** Additional personnel data for those Marines in service at the time of Pearl Harbor can be found in the **alphabetical card list of Marine Corps officers and Marine Corps reserve officers, n.d** (8 ft.), arranged alphabetically by the initial one to four letters of surname, and thereunder alphabetically by the initial four or five letters of given name, and the **alphabetical card list of enlisted men of the Marine Corps, 1798-1941** (367 ft.), arranged alphabetically by initial two to four letters of surname and thereunder alphabetically by given name. The cards provide the Marine Corps service number and the date and place of enlistment or entry into the service for each individual. For the 1939-41 period, the cards are generally annotated to indicate the length or status of enlistment (e.g., "For the Duration of the National Emergency"), including those in the reserves.

**II.251** Information regarding Marines who were killed in action or who otherwise died, December 1941-October 1942, can be found in Volume I (1920-42) of **death registers of enlisted men, 1868-1942**, 2 vols. (1 ft.), arranged in three time periods, thereunder alphabetically by initial letter of surname and generally thereunder chronologically by date of death. Each entry contains the name of the deceased, rank, Marine

Corps service number, date of enlistment, date and place of death, unit, and cause of death.

**II.252 Records pertaining to Marine Corps strength and casualties, 1775-1971** (15 ft.), furnish aggregate data on these topics in three subseries. The **strength** subseries, arranged by chronological periods and thereunder by subject, contains scattered data for branch and overall strength (e.g., "Aviation Personnel, 1930-47," "Attrition Reports, 1935-48"). The **casualties** subseries, arranged by chronological period, comprises statistical summaries of wartime casualties by unit and geographic area. A **miscellaneous subseries**, arranged by subject, includes rosters of Marine burials in overseas cemeteries.

**II.253** For information regarding prewar and early wartime Marine Corps equipment, uniforms, and supplies, the Quartermaster Department's **general correspondence, 1927-42** (99 ft.), constitutes a useful source. The correspondence is arranged in four chronological subseries, 1927-39 (ca. 58 ft.), 1940 (9.5 ft.), 1941 (13 ft.), and 1942 (19 ft.), each of which is thereunder arranged according to the Quartermaster Department's numeric-subject filing scheme (nos. 100-307). Closely related subjects are filed under several headings; e.g., files 144 (Clothing), 271 (Uniforms), and 249 (Specifications). Requisitions for weapons and ammunition are located under file 215, while authorized tables of equipment can be found in file 257. Insignia and medals are described in files 190 and 208, respectively. File 132 contains extensive documentation of construction work on Marine Corps installations in the continental U.S. and overseas.

**II.254** Personnel records for individuals who served in the Marine Corps are in the custody of the National Personnel Records Center, St. Louis, MO. Additional Marine Corps personnel records are described in chapter XII and are included among the records of the Bureau of Naval Personnel, RG 24, described in this chapter. Additional Marine Corps records in National Archives custody are described in



chapters X and XII. A number of Fleet Marine Force files for the period 1942-55 are included among the records of Naval Operating Forces, RG 313, described in chapter IX. Original records still in Marine Corps custody are also identified in those chapters.

## RELATED RECORDS

**II.255** The National Personnel Records Center (NPRC), located in St. Louis, MO, maintains the largest collection of records of American military personnel who served after 1912. Approximately 80 percent of individual personnel and medical records for Army and Army Air Forces personnel separated from service between November 1912 and January 1960 were lost in a fire at the NPRC in July 1973. Organization, unit, and command type reports of personnel actions, however, serve as auxiliary sources of information in reconstructing service data for individuals. Among the most significant of these organization, unit, and command type reports of personnel actions are morning reports, noting numerical strength and transactions involving individual personnel for specific units; personnel rosters; sick reports; casualty lists; registers of enlistment; and daily reports of changes. Individual personnel and medical records for Navy and Marine Corps personnel for the World War II period were not affected by the fire.

**II.256** Privacy restrictions limit the use of personnel records to veterans and their immediate families. A "Directory of Military Personnel

and Related Records," prepared by the NPRC in 1989, provides additional information concerning personnel records maintained at that facility.

**II.257** Additional records directly related to those described in this chapter have already been identified in the record unit descriptions. Many records relating to the administration and contractual work of the Navy Department are located among Records of the Bureau of Ships, RG 19, and Records of the Bureau of Yards and Docks, RG 71, described in chapter IV; Records of Naval Districts and Shore Establishments, RG 181, described in chapter V; and General Records of the Department of the Navy, RG 80, described in chapter IX.

**II.258** Additional sources of personnel information have been described recently in several NARA reference information papers, which have been cited in this chapter. Many pertinent records are also located among the Records of Headquarters, Army Service Forces, RG 160, particularly those described in chapters III and IV.

**II.259** Additional records relating to U.S. Navy and Marine Corps administrative and personnel matters, including budgetary data, can be found in the Operational Archives, Naval Historical Center, Washington Navy Yard, Washington, DC. Several administrative histories of the activities and component organizations of the Bureau of Personnel and the Bureau of Supplies and Accounts are held by the Navy Department Library at the Naval Historical Center.

# III: MOBILIZATION AND TRAINING

## INTRODUCTION

**III.1** This chapter describes records pertaining to the mobilization and training of U.S. military and naval personnel and units during the interwar and World War II periods. The records document the induction, organization, and training of personnel in the armed forces, including the education and training of officers at the military and naval academies and other educational institutions. The records also provide extensive information on the nature and effectiveness of U.S. Army Ground Forces' tactical doctrine, organization, armament, and equipment throughout the 1920-45 period. Included within this material are numerous observations on "lessons learned" in practical combat experiences.

**III.2** Records of training activities of the U.S. Army Air Forces are not described here, but are incorporated with related records described in chapter X. As the U.S. Navy allocated training responsibilities to the Bureau of Naval Personnel, the most relevant records are described with others of that Bureau in chapter II; some materials have been included in this chapter.

**III.3** The records described here emphasize collective rather than individual participation in the processes of mobilization and training. The continual nature of these activities is reflected in the integration of prewar and wartime records. The mobilization of women and African-Americans into military and naval service is included here, but is more fully described in chapter II.

**III.4** Many pertinent records of military and naval educational institutions remain in their custody; many records concerning the Selective Service System and the National Guard remain in State, municipal, or local custody. Where possible, the locations of the former and examples of locations of the latter have been provided.

ed. Discussions of related records have consequently been directly appended to record item descriptions, rather than separately treated at the end of the chapter.

**III.5** The level of description in this chapter extends to the series and subseries, but the volume of material precludes detailed descriptions for all but selected series.

## RG 147 RECORDS OF THE SELECTIVE SERVICE SYSTEM, 1940-

**III.6** Passage of the Selective Training and Service Act of 1940, approved by President Roosevelt on September 16, 1940, reflected the growing anticipation of American military involvement in the European conflict. On the same day that Roosevelt signed the nation's first peacetime conscription law, he also issued a proclamation for the registration of all male citizens within the continental United States between the ages of 21 and 35 (inclusive) for military service. The President's Executive order of September 23, 1940, established the Selective Service System to provide and administer an orderly, just, and democratic method of drafting men for military service. Supplementary legislation throughout 1941 and after Pearl Harbor expanded the application of conscription to men between the ages of 18 and 45, added the Navy and Marine Corps to reliance upon conscription, revised and redefined the categories of registrant classification, and extended the duration of service for the duration of the war and six months thereafter.

**III.7** The Director of Selective Service, responsible directly to the President, was authorized to prescribe amendments to Selective Service regulations, issue directives, appoint employees, delegate his functions and powers, and obligate appropriated funds. Each State Governor accepted responsibility for administering the Selective Service law in his State. A



National Headquarters was established in Washington, DC, and State headquarters (funded by the Federal Government) installed in each State, with additional headquarters for the District of Columbia, New York City, the Virgin Islands, and the Territories of Alaska, Hawaii, and Puerto Rico later established. The Governor of each State appointed a State Director of Selective Service, usually the Adjutant General of the State but in some cases a civilian or Army officer. State headquarters exercised administrative supervision of the local boards but made no decisions regarding individual registrants.

**III.8** Below the State headquarters were 6,443 local draft boards, one for each county and one for each unit of 30,000 population within cities. Each board consisted of three or more civilians nominated by the State Governor and appointed by the President. These boards assumed responsibility for registering, classifying, and exempting or deferring individuals under the Selective Service Act. Associated with each board was at least one examining physician who, like the board members, served without compensation.

**III.9** In addition to the local boards, the Selective Service System employed 279 appeal boards to review appeals by individual registrants. The five members of each appeal board were also nominated by the State Governor and appointed by the President; each member of the board generally represented the interests of one segment of society (e.g., labor, industry, medicine, the legal profession, and agriculture). As with the local boards, paid clerical assistance was provided. Further appeal might be made to the President for dependency cases.

**III.10** Selection for service initially occurred through national lotteries conducted in Washington, DC, on October 29, 1940; July 17, 1941; and March 17, 1942. Thereafter registrants were selected by their local boards according to their dates of birth. Over 50 million American men registered with the Selective Service System during the 1940-47 period, of

whom over 10 million were inducted into the armed forces.

**III.11** Clarence A. Dykstra served as Director of Selective Service from September 1940 through July 1941. Brig. Gen. Lewis B. Hershey succeeded Dykstra on July 31, 1941 and directed Selective Service thereafter. For a period of one year - December 5, 1942 to December 5, 1943 - the Selective Service System was placed under the jurisdiction of the War Manpower Commission. It then returned to its former status as an independent agency. The System ceased operations on March 31, 1947, when the enabling legislation expired, but was reconstituted on June 24, 1948, and continues to function to the present, although its authority to induct registrants expired July 1, 1973.

**III.12** During and after World War II the Selective Service System published extensive reports and documentation of its wartime activities. From 1942 through 1945, these included periodic publications of the Director's Annual Reports to the President, Local Board Memoranda, Memoranda and Advisories to State Directors, Regulations, Bulletins, and Statistics (including detailed reports of classification for each state). From 1947 through 1955 the Selective Service published a series of 18 special monographs on various aspects of its wartime operations; usually a monograph included separate volumes of text and appendixes. The topics covered included backgrounds of selective service; the classification process; categories of deferment (e.g., agricultural, industrial, and dependency, each the subject of a separate study); reemployment; physical examinations; and problems encountered. Copies of the wartime publications and postwar special monographs are available through the government documents sections of major libraries.

**III.13** The World War II records of the Selective Service System in NARA custody consist largely of records of the National Headquarters but include some field records. These materials total approximately 1,655 feet of textual records and over 800 rolls of microfilm,

arranged in over 100 series. The most detailed descriptions of these records are provided in *National Archives Preliminary Inventory (PI) No. 27, Records of the Selective Service System, 1940-47* (Washington, DC, 1951).

**III.14** Selective Service records do not provide personnel data for all individuals registered but only for some categories (e.g., conscientious objectors) exempted from service. Record item descriptions in this chapter are principally limited to subgroups; only selected series are individually described. Access to these materials is subject to standard NARA privacy restrictions.

#### National Headquarters

**III.15** The National Headquarters' correspondence and related records, including correspondence of subordinate office divisions, constitutes the most significant subgroup of Selective Service records, totaling 762 ft. of materials organized into 13 series.

**III.16** The principal series comprises the **central files, 1940-47** (656 ft.), arranged chronologically by year; each year is thereunder arranged in two subject files, the first arranged alphabetically by name of individual or subject and the second according to a decimal classification scheme. One decimal classification scheme applied only to 1940 correspondence; the principal classification scheme covered the years 1941-47. Lists of the subjects and corresponding decimal classifications for both schemes are provided as an appendix in PI No. 27.

**III.17** Correspondence includes that exchanged between the National Headquarters and other Government agencies (particularly the War Department), state headquarters, and individuals. Numerous forms and questionnaires used in determining classification status are scattered throughout the series. Appended to the 1944 decimal arrangement is a collection of "state materials," arranged alphabetically by State, followed by a chronologically arranged collection of "archives," key directives, memoran-

dums, reports, and statistical tables issued by the National Headquarters during 1944. Following the decimal arrangement for 1945 is a collection of "fan mail," correspondence criticizing the inequities of the draft; this collection complements several series of correspondence described later in this section. Many records pertaining to conscientious objectors were apparently withdrawn from the central files for inclusion in a separate subgroup, which of records is described later in this section.

**III.18** The central files incorporate a large number of cross-reference sheets that serve as an index to the series' contents. Particularly prevalent in the alphabetical name and subject file for each year, the cross-reference sheets identify the location of the principal file in either the name or decimal arrangement; thus, Congressman Joseph H. Ball's criticism of a local board in Minnesota in 1941 is cross-referenced under "Ball, Joseph H." in the name file but filed under classification 133, "Minnesota" in the decimal arrangement for 1941.

**III.19** For the 1941-45 period, the general determination of draft status classifications and data concerning registrant classification is located under file classification 302. Deferments are generally described under classification 320, with additional files for such specific deferment categories as occupational (classifications 321-323), dependency (330-334), conscientious objectors (345), and unfit for service (346). The most extensive and comprehensive statistical data regarding classification, civilian occupations, and induction can be found in file classification 103, with additional occupational statistics in classification 304. Studies and statistical data prepared by the War Manpower Commission on the same subjects are located in file 002.50-15. Classification 170 documents race relations in the registration and classification of African-Americans for service.

**III.20** Central activities of the National Headquarters are reflected in its weekly digests of significant memorandums (classification 034) and records of conferences of the National



Headquarters staff and of State directors (102). Documentation of the medical aspects of selective service include the weekly reports of the National Headquarters Medical Division (classification 600.1 before July 1943, 601 thereafter), neuropsychiatric surveys of registrants (622), and data concerning the induction of medical personnel (603).

**III.21** The information for 1940 documents the establishment of the initial classification of registrants into such categories as Class I-A (available for general service), in decimal classification 311.1; Class II (occupational deferments), 321; Class III (dependency deferments), 322; Class IV-E (conscientious objectors), 323.5; and Class IV-F (unfit for service), 323.6. The 1940 classification and induction of African-Americans into military service is located in decimal files 070 and 105; equivalent data for Native Americans can be found in file classification 105.1.

**III.22** Beyond the cross-reference sheets incorporated within the central files, there is only a card **index to diplomatic correspondence, 1940-47** (16 ft.), arranged alphabetically by name of correspondent, pertaining only to the registration and exemption of members of foreign diplomatic services.

**III.23** Three series of **protest files, anonymous letters, and "fan mail,"** collectively covering the period **1940-44** (totaling 13 ft.) and arranged either alphabetically by name of correspondent or chronologically, consist of critical correspondence received by the Selective Service regarding inequities of the draft. Additional "fan mail" for 1945 has been incorporated within the central files, at the end of the 1945 decimal files. **Correspondence relating to personnel, 1940-47** (39 ft.), concerns the appointment of civilian and military personnel in the Selective Service System. This series is divided into two subseries. The first is a general section arranged according to certifying officers, procurement and disbursing officers, and local boards (the last arranged alphabetically by State); the second pertains to civilian personnel in field offices, arranged

alphabetically by State. Except for the "local boards" files in the first subseries, the series details the recommendation and appointment of individuals to serve with the Selective Service System; the "local boards" files simply document the establishment of specific local boards within the States.

**III.24 General correspondence of the Appointments and Personnel Division, 1941-47** (14 ft.), is arranged according to a numeric classification scheme and thereunder chronologically. Classification 165.1 provides a useful digest of extracts from the *Congressional Record* regarding legislation pertinent to selective service; file 170.1 consists of a medical assessment of registrants based on their physical examinations, November 1941. An index to the classification scheme is located at the beginning of the series. There are also **personnel folders for paid employees at National Headquarters, 1940-47** (44 ft.), arranged alphabetically by employee name, containing records of appointment, oath, promotion, efficiency rating, resignation, and related materials.

#### Lotteries

**III.25** A second subgroup of records pertains to the national lotteries conducted October 29-30, 1940; July 17, 1941; and March 17, 1942, to determine which registrants would be called up. For each of these lotteries, available records include master lists or sheets containing the original numbered slips of those numbers drawn, and microfilm copies of these items accompanied by a picture of a watch depicting the exact time of drawing. The textual volume of these records amounts to less than one foot, with 11 rolls of accompanying 35mm or 16mm microfilm.

#### Conscientious Objectors

**III.26** An extensive subgroup of records relates to conscientious objectors. Those men so classified (a total of roughly 10,000 during the

war) were either assigned noncombatant service within the Army or were detailed to work camps to perform labor and other duties essential to the war effort. The majority of conscientious objectors served in the latter.

**III.27** The principal series consists of **case files for conscientious objectors sent to camps, 1940-47** (411 ft.), arranged alphabetically by State and thereunder alphabetically by name of registrant. A personnel folder for each individual includes a report of physical examination, standard forms specifying his status and work assignment, records of transfer from one camp to another, correspondence with religious organizations, and related records concerning changes of status or assignment. Each folder is stamped "discharged" or "delinquent."

**III.28** Access to this series is facilitated by the **master index to conscientious objectors sent to camps, 1941-47** (23 ft.), an alphabetically arranged card index that identifies each objector according to name, State, board, order number, date and classification, church, age, and dates assigned and discharged from camp. A microfilm copy of this index is reproduced as National Archives Microfilm Publication T996 (4 rolls). A separate collection of **locator cards for conscientious objectors sent to camps, 1941-47** (11 ft.), arranged roughly in alphabetical order, provides some additional identifying information on individuals (e.g., personal descriptions, record of leave) but appears less comprehensive and less well arranged than the master index; the locator cards are also reproduced on microfilm as National Archives Microfilm Publication T1000 (9 rolls).

**III.29** Closely related are **microfilm "cover sheets" for conscientious objectors who served in work camps, 1941-45** (282 16mm microfilm rolls, National Archives Microfilm Publication T931), arranged alphabetically by State and thereunder alphabetically by name of registrant. Each folder contains the standard forms and questionnaires relating to each objector's case. A microfilmed **index to conscientious objector "cover sheets," 1941-45** (2 16mm rolls, National

Archives Microfilm Publication T933), arranged alphabetically by name of objector, identifies the roll number and position on the roll for the "cover sheets" for each registrant.

**III.30** In accordance with privacy restrictions noted earlier, none of the microfilm publications are available for duplication. Access to, and use of, these materials is governed by these privacy restrictions.

**III.31** Several series of records concern other categories of conscientious objectors. **Case files for conscientious objectors who withdrew their objection, 1940-47** (34 ft.), arranged alphabetically by State and thereunder alphabetically by name of individual, document registrants' original and change of status. **Case files for conscientious objectors who did not receive notice to report for physical examination, 1940-47** (23 ft.), arranged alphabetically by name of individual, typically contain protests or explanations by the affected registrants and records of the actions taken by local boards and state and National Headquarters. A **general index to conscientious objectors, 1941-47** (20 ft.), arranged alphabetically, covers individuals in both the preceding series as well as those assigned to work camps. Although it is therefore most comprehensive for all categories of conscientious objectors, the information provided on the index cards (name, order number, State, and local board) is much less than that furnished in the master index to objectors sent to camps.

**III.32** The **conscientious objector general file, 1940-47** (84 ft.), consists of correspondence withdrawn from the National Headquarters' central files, described earlier in this section. The correspondence constitutes much of the former contents of decimal classifications 345 (conscientious objectors), 345.1 (work camps), 345.2 (Jehovah's Witnesses), 450 (work camp projects), and 451 (camp supplies). It is arranged by these classifications, thereunder by year or group of years, and thereunder alphabetically by State. As with the central files, cross-reference sheets are scattered throughout these materials, many of which refer to documents in the central



files. Classification 450 includes some copies of camp newspapers, photographs, and reports providing medical, labor, and medical data for specific camps. Some material is unarranged.

**III.33** Completing the records of this subgroup are several series of systematically reported camp activities. These include **monthly time and work reports, 1941-47** (24 ft.), arranged chronologically and thereunder alphabetically by State; **monthly camp and personnel reports, July 1942-March 1947** (5 ft.), arranged chronologically and thereunder by supervising agencies (e.g., the Department of Agriculture); **"sick and injury reports," 1941-46** (26 ft.), arranged alphabetically by State, thereunder alphabetically by camp, and thereunder chronologically; and **daily labor lists, September 1943-May 1946** (3 ft.), arranged chronologically and thereunder alphabetically by name of individual. More specialized are **individual record cards showing payments made to conscientious objectors assigned to agricultural projects, 1942-46** (4 ft.), arranged alphabetically by surname of individual.

#### Appeals and Amnesties

**III.34** A fourth subgroup, consisting entirely of accessioned microfilmed records, relates to appeals heard and amnesties granted by Presidential authority. Chief among these are **case files for registrants appealing to the President, 1940-47**, reproduced on 225 rolls of 16mm microfilm (National Archives Microfilm Publication T997) and arranged by case docket number (assigned in the order in which the appeals were received at National Headquarters). Each case file typically includes a docket sheet that records the basic actions taken by the local board and the board of appeal and the vote of the Presidential Appeal Board, a summary of pertinent facts in the case, a copy of the letter transmitting the case to the National Headquarters, and a copy of the formal decision rendered by the Presidential Appeal Board. A finding aid is the **index to appeals to the President, 1940-47**, reproduced

on 12 rolls of 16mm microfilm (National Archives Microfilm Publication T998) and arranged alphabetically by name of registrant.

**III.35** **Docket books of the Presidential Appeal Board, 1940-47**, reproduced on 5 rolls of 16mm microfilm (National Archives Microfilm Publication T1001), are also arranged by case number. The dockets simply record the name, order number, and local board of the appellant registrant, with a notation of his classification before and after the appeal.

**III.36** Different in nature is the **record of Amnesty Board cases, 1940-47**, reproduced on 4 rolls of 16mm microfilm (National Archives Microfilm Publication T999) and arranged alphabetically by registrant. These consist of papers contained in the "cover sheets" for individuals who had violated Selective Service laws, not all of whom were conscientious objectors. The records were initially reviewed during the war, although the President's Amnesty Board was not constituted until 1946.

#### Directives and Reports

**III.37** Directives issued by the National Headquarters comprise another subgroup of records. Most extensive among these are **state office directives, 1940-47** (75 ft.), arranged alphabetically by State and thereunder by numbered and unnumbered series. **Directives issued by the Director of Selective Service, 1940-47** (6 ft.), are arranged by type of issuance and thereunder chronologically. Other records (totaling less than 3 ft.) include Selective Service regulations, digests of significant memorandums and correspondence, memorandums and recommendations to all state directors, and local board memorandums.

**III.38** Reports issued by the National Headquarters provide extensive statistical data on the Selective Service's classification and examination of the male population. The Selective Service System's four volumes of **annual reports, 1940-47** (less than 1 ft.), summarize the activities and results of selective service, includ-

ing numerous statistical tables and charts and pertinent legislation and internal memorandums and directives. **Accumulative illiteracy reports, 1941** (7 ft.), arranged alphabetically by State and thereunder by county, consist of standard forms prepared by local boards that indicate the numbers of local registrants classified as illiterate, as of July 15 and September 15, 1941.

**III.39 Periodic reports of physical examinations, 1942-46** (7 ft.), consist of 25 volumes of statistical data that focus on physical defects encountered among registrants; the series is arranged by volume number, but the data is presented on a State basis. **Periodic reports: classification and population, 1941-46** (3 ft.), consist of 16 volumes of summary and detailed statistical reports and standard forms concerning the draft status classification of registrants across the country. The series is also arranged by volume number, but the data is most typically presented chronologically as cumulative progress reports. Information on the civilian backgrounds of registrants is found in eight volumes of **summary and detailed statistical reports relating to occupation and reemployment of draft registrants, 1942-47** (2 ft.), arranged chronologically.

**III.40** An additional three series of reports (totaling 1 ft. of records) detail civilian employment and turnover within the Selective Service System, 1942-46.

**III.41** The subgroup of miscellaneous National Headquarters records pertains to several subjects. **Lists of occupationally deferred Federal employees, 1943-45** (33 ft.), arranged by agency in age groups (18-37 and 38 and older) and chronologically under agency; **list of civilians deferred at Government request, 1940-47** (20 ft.), arranged alphabetically by registrant; and **list of diplomatic exemptions, 1940-47** (17 ft.), arranged alphabetically by country and thereunder by individual name, all detail information on individuals deferred in these categories. An **atlas of Selective Service local and appeal boards, 1946**, illustrates the geographical jurisdictions of draft boards by

States and larger cities. The National Headquarters publication "Methods for Preservation of Selective Service Records," 1944-45, is reproduced on 2 rolls of 35mm microfilm (National Archives Microfilm Publication T1002); the text is arranged by subject.

**III.42 Monograph studies of the Selective Service System, 1945-53** (3 ft.), consist of 36 volumes of postwar studies of various aspects and activities of American conscription during World War II. A **master set of forms prescribed by the Director of Selective Service, 1940-47** (9 ft.), provides examples of forms used by Selective Service. There is also a collection of pertinent **newspaper clippings, 1940-44** (32 ft.), organized into 1940-42 and 1943-44 subseries and thereunder arranged chronologically by state; many have been mounted in oversized volumes.

**III.43** Selective Service records also include some records of field offices. Most significant are **records of registrants in the District of Columbia, 1940-44**, reproduced on 249 rolls of 16mm and 35mm microfilm (National Archives Microfilm Publications T994 and T995), representing the records of Local Boards 10 and 19. For each local board, records include (1) registration cards (showing the name, order number, serial number, and personal identifying data for each registrant), arranged for each board alphabetically in two groups, those registered in Registrations 1, 2, 3, 5, and 6, and those registered in Registration 4; (2) classification records (showing the name, order number, serial number, some identification data, and a record of board action for each registrant); and (3) "cover sheets" and their contents (providing personal data for each registrant).

**III.44** Additional field office records include alphabetically arranged **personnel folders for paid personnel, 1940-47** (63 ft.), of the Philadelphia Office of the Selective Service System; and **Selective Service bulletins and circulars of the Massachusetts State Headquarters, 1940-46** (1 ft.), divided between bulletins (1943-46) and circulars (1940-46), each



arranged by year and thereunder chronologically by date of issuance.

**III.45** Also available are samples of **minute books of local and appeal boards, 1940-47** (2 ft.). These consist of daily form reports that identify the name and membership of the board, date of meeting, remarks, and (until 1943) a statistical summary of the day's totals of men registered and classified. Minute books are available for the following local boards: Arizona, Board No. 2 (Pima County); Massachusetts, Board No. 104 (Franklin County); Mississippi, Board No. 2 (Holmes County); New York, Board No. 123 (Bronx County); and Utah Appeal Board No. 2 (only for the period 1942-43). Except for this sample, minute books for local and appeal boards have been destroyed.

#### Related Records

**III.46** Much useful information on the enactment and operation of selective service is located among the records of the Committee on Military Affairs (succeeded in 1946 by the Armed Services Committee), which are located among the Records of the U.S. House of Representatives, RG 233. Records relating to the operation of selective service in Puerto Rico can be found among the records of the Puerto Rico Department and the Antilles Department, Records of U.S. Army Commands, 1942- , RG 338, described in chapter V.

**III.47** A number of wartime Selective Service records remain in the custody of the Selective Service System. These records, in textual or microfilm form, include policy and general subject files of the National Headquarters' Office of the National Director, 1940-47, and registration cards for individual registrants (particularly those for the Fourth Registration Age Group, 1940-42) for the Maryland, Virginia, and West Virginia State Headquarters and the District of Columbia headquarters, 1940-45. The final disposition of these records has not been decided at the time of this writing, but

these records may be accessioned by the National Archives in the near future.

**III.48** As Selective Service continued to operate after 1945, many wartime records of State headquarters and local boards were retained by those organizations. After some time, a number of these records were accessioned by State and county authorities as permanently valuable materials; other records were destroyed. Examples of available records include an agency history and headquarters records of the Kentucky State Headquarters, including lists of registrants and manpower and casualty statistical data, in the custody of the Kentucky Department for Libraries and Archives, Public Records Division, Frankfort; and records of Draft Board Nos. 1 and 2, Polk County, MN, in the custody of the Polk County Historical Society, Crookston. For documentation of the activities of specific State headquarters, local boards, and appeal boards, researchers should contact the appropriate State archives or county historical society for further information.

**III.49** Also pertinent are the personal papers of civilian officials who served on local and appeal boards or as medical examiners. Examples include Robert F. Nuessle, chairman of the North Dakota State Headquarters, whose papers are deposited with the State Historical Society of North Dakota, Bismarck; and Dr. Samuel Atkins' notes and case notes of psychiatric examinations he conducted for the Selective Service in New York, in the custody of the New York Psychoanalytic Institute, Abraham A. Brill Library, New York City. As with the records of State headquarters and local boards, these materials are most likely to be found at State and local depositories.

**III.50** Closely related to the whole of Selective Service records are the Records of the War Manpower Commission, RG 211, to which the Selective Service System was subordinated from December 1942 to December 1943. There are additional pertinent records among the records of the Department of Labor, RG 174.

## RG 165 RECORDS OF THE WAR DEPARTMENT GENERAL AND SPECIAL STAFFS

G-3 Division

**III.51** During the prewar period, the Operations and Training Division (G-3) of the War Department General Staff maintained responsibility for the organization of all branches of the U.S. Army, the distribution and training of all units, the establishment of tables of organization, allowance, and equipment for major items, troop movements, and the setting of priorities in assigning replacements and equipment. The G-3 Division also prepared the basic War Department mobilization plans, and supervised the preparation of the War Department's tactical and training publications.

**III.52** With the establishment of the Operations Division (OPD) within the General Staff in March 1942, the G-3 Division transferred all activities and responsibilities pertaining to the movement of troops and control of operations to the new staff division. (The "G-3" staff section for headquarters of field commands, however, continued to exercise operational responsibilities throughout the war.) OPD also assumed responsibility for determining the total number of units required by the Army (the Victory Program Troop Basis), in the course of which G-3 prepared plans for the mobilization of units for specific years (the War Department Troop Basis). In August 1943 some of the duties involved in troop basis planning were restored to G-3.

**III.53** During the war the G-3 Division was divided into two Groups, the Organization-Mobilization Group, which handled all non-training activities, and the Training Group. These sections worked closely with OPD and the Army Ground Forces (AGF), respectively, in performing their tasks. Because of its role in organization and equipment, G-3's records constitute a major source of information on U.S. Army combat doctrine throughout World War II.

**III.54** For the 1939-42 period, the G-3 Division's **formerly security-classified general correspondence, 1939-42** (9 ft.), arranged according to a numerical classification scheme (nos. 230-48619), comprises the most pertinent source material. Many items are missing from the files (there are no entries, for example, between 311 and 10270), and the bulk of the extant entries are numbered 40000-48000. The available records document the organization and functions of G-3 (file 311); the contracting and preparation of training films (36812); the organization, equipment, and training of antitank units (43107, 46351, and 46411); and G-3 Division staff conferences, February-December 1941 (47985). Information on the preparation and revision of field manuals is scattered throughout the collection, but is particularly located in files 38428 and 42160.

**III.55** A number of G-3 files were apparently incorporated within the records of other General Staff divisions (including the Office of the Chief of Staff) prior to the March 1942 reorganization of the War Department. G-3 files 42120 and 43792, for example, were integrated within War Plans Division numerical files 4329 and 4504, respectively. There is, however, no comprehensive listing or subject index available for the G-3 Division's numerical files.

**III.56** **Formerly security-classified general correspondence, 1942-47** (136 ft.), is arranged in three chronological subseries (1942-45, 1946, and 1947), and thereunder according to the War Department decimal classification scheme. The **1942-45 subseries** (58 ft.) includes a collection of project (subject) files, arranged alphabetically by subject or title at the end of the decimal arrangement. Files within the larger decimal classifications (e.g., 319.1, 320.3) are arranged chronologically; some are also subdivided into subject categories (e.g., 353 Amphibious, 353 Army Ground Forces). G-3's wartime activities are extensively documented in this subseries; the records include data on overall personnel requirements (file 220); authorized and actual strengths of categories of units (file 320



Troop Basis and project file "Troop Basis"); tables of organization (320.2 T/O) and equipment (320.3 T/E) for Army units; educational instruction (352); training (353); and demobilization planning (370.01). The project files supplement the decimal files with information regarding service branches (e.g., Army Air Forces, Army Service Forces, Chemical Warfare Service); generic military organizations (e.g., Boards, Schools, Training Centers); specific organizations (Counter Intelligence Corps, Women's Army Corps); General Staff sections (including G-1, G-2, G-3, G-4, and OPD); and military publications (circulars, field and technical manuals). Many of the documents contained in the project files, however, are only cover sheets that indicate the dates, originating offices, and titles of documents located elsewhere in G-3 files. An exception is the file "Negro Policies," which documents organizational aspects of military use of African-Americans during the war.

**III.57** Decimal classification 319.1 differs from the remainder of the subseries with extensive data on combat operations. Included are reports on U.S. Army operations in North Africa, January 1943; an evaluation of the long-range penetration behind Japanese lines in Burma of the 77th Indian Infantry Brigade (under British Gen. Orde Wingate), August 1943; interviews of officers of the U.S. 1st Armored Division regarding combat lessons learned in Italy, November 1943; assessments of lessons learned in jungle warfare by the British 220 Military Mission (or "Lethbridge Mission"), March 1944; and various reports on such topics as air-ground tactical cooperation, air attacks on Japanese fortifications, and the clearing of minefields and beach obstacles.

**III.58** **Formerly security-classified correspondence and computations relating to War Department mobilization planning, 1924-47** (11 ft.), arranged chronologically, detail mobilization plans prepared by G-3 during this period. The records mostly comprise data about personnel strengths and estimates for existing and planned units, the activation of new units, the

relative manpower contributions of the National Guard and Selective Service in meeting requirements, and other mobilization issues. Much of the data is tabular and grouped by mobilization year, with extensive information for the period 1939-40 and 1942.

**III.59** Division records also include a small collection of materials originated or collected by the Civil Defense Branch during its brief existence, 1940-42. **Formerly security-classified correspondence relating to the establishment, organization, and administration of the State Guards, 1940-42** (1 ft.), arranged numerically by jacket number (1-22), documents War Department participation in the organization of State Guard formations. The series includes pertinent congressional legislation, correspondence regarding the military status of individuals in these units, and British publications on the organization and activities of the "Home Guard" militia units. **Formerly security-classified correspondence and reports relating to the War Department Civil Defense Mission to England to observe methods of protection of civilian communities from air and other attacks, 1941** (1 ft.), arranged by subject, actually consists of a narrative study and accompanying enclosures of British civil defense, April-May 1941. Included are reports of the effects of German bombing on British railways and public utilities, and assessments and photographs of bomb damage to physical structures.

**III.60** Additional records originated by the G-3 Division are located among the records of the other General Staff divisions, including OPD and the Office of the Chief of Staff; for the period prior to March 1942, a sizable quantity will also be found among the records of the Adjutant General's Office, RG 407. These collections are described in chapters I and II.

#### The Army War College

**III.61** Prior to 1939 the Army War College, under the policy direction of the G-3 Division, trained officers for command and staff duties

with field armies. The institution suspended instruction shortly after the outbreak of war in Europe as the faculty transferred to the newly established General Headquarters, U.S. Army. Thereafter the War College's activities remained confined to the maintenance of its library service (primarily for the benefit of the Army Ground Forces) and its Historical Service (most of whose functions were later transferred to the Military Intelligence Branch, G-2).

**III.62** Wartime records of the Army War College total less than 3 ft. of **special orders, 1919-45, special court-martial orders, 1941-45, and general orders, Headquarters, Washington, D.C. Barracks, 1917-45**, each of which is arranged chronologically by year and thereunder numerically. All of these orders pertain to assignments, transfers, and other personnel actions concerning individual personnel stationed at the War College.

**III.63** The curricular archives of the Army War College, 1907-40, are in the custody of the U.S. Army Military History Research Collection, Carlisle Barracks, PA. These materials include lectures, studies, and student research papers. Copies of the institution's annual reports and of its monthly *Library Bulletin* (listing accessions to the library) are located among the Publications of the U.S. Government, RG 287.

#### The Command and General Staff School

**III.64** Located at Fort Leavenworth, KS, the Command and General Staff School instructed officers in basic command and staff doctrine for duty as general staff officers of divisions, corps, and analogous air components of the Army. The school was administered by the Army Service Forces but fell under the policy direction of the G-3 Division.

**III.65** In contrast to the Army War College, the Command and General Staff School continued to operate throughout the war, although the length of courses of study was considerably reduced. By 1944 the School offered separate curriculums for Army Air Forces, Army Ground

Forces, and Army Service Forces officers. Special classes and programs were developed for such areas as the activation of new divisions, industrial procurement, and the military instruction of Brazilian and other Latin American officers in U.S. Army organization and doctrine.

**III.66** Wartime records of the school (now designated the U.S. Army Command and General Staff College) remain in its custody. These include correspondence, policy and working papers, lectures, studies, and student research papers. At the time of the preparation of this guide, access to these materials is restricted.

**III.67** Considerable data relating to the activities of the school is located among the project (subject) files appended to the Adjutant General's Office general correspondence files, 1940-54 (both unclassified and formerly classified), RG 407, generally under project heading "Military Schools." Descriptions of these correspondence files are found in chapters I and II. Copies of the School's official magazine, the *Quarterly Review of Military Literature* (after March 1943 the *Military Review*), are located among the Publications of the U.S. Government, RG 287.

#### War Department Manpower Board

**III.68** The Records of the War Department General and Special Staffs, RG 165, also include records of the War Department Manpower Board (known as WDMB and as the Gasser Board after its President, Maj. Gen. L. D. Gasser). Established in early 1943 as a Special Staff division, the WDMB studied the Army's needs for, and most efficient use of, civilian and military manpower in manning Army organizations and facilities within the continental United States. The Board appraised personnel requirements, prepared inventories of personnel, and recommended limits for personnel strength in particular organizations. In 1944 it also reviewed the use of civilian personnel in the zones of communication in the North African and European theaters of operations.



**III.69** The five-member Board executed its responsibilities through a number of staff and field sections. Separate staff sections for the Army Air Forces, the Ground Forces and Service Commands, and the Technical Services coordinated, standardized, and ruled on the personnel requests of the corresponding major commands and agencies of the War Department. An Executive Section worked with the Bureau of the Budget concerning civilian personnel allotments. Ten numbered field sections undertook studies of manpower needs and availability in each of nine Service Commands and the Military District of Washington, DC.

**III.70** The most significant series of WDMB records is **general correspondence, 1939-47** (39 ft.), arranged by year and thereunder according to the War Department decimal scheme. The following decimal classifications consistently furnish the data most relevant to the Board's activities: 200.3, for personnel ceilings for specific commands and organizations; 323.3 and 333 (Form 106), for statistical surveys of personnel assigned to service commands; 334.7, for documentation of the Board's policies and procedures in discharging its functions; and 337, for agenda and minutes of Board conferences. Access to the contents of this series is facilitated by a **name and subject index ("cross-reference file") to part (1943-44) of the general correspondence**, arranged by year and thereunder alphabetically by name or subject, and by a register of correspondence ("list of papers"), 1943-47, arranged chronologically by month. Both of these indexes identify individual documents by date, file number, name(s) of correspondent(s), and synopsis of contents.

**III.71** **Formerly security-classified general correspondence, 1943-47** (4 ft.), arranged by year and thereunder according to the War Department decimal scheme, features the same pattern of significant file classifications for record content as noted for the general correspondence. Additional data regarding the establishment of maximum manpower needs for specific commands is found in **formerly securi-**

**ty-classified correspondence and reports relating to civilian and military personnel ceilings ("work analysis files"), 1943-44** (7 ft.), arranged according to a numerical classification scheme.

**III.72** Two series reproduce the Board's statistical findings. **Formerly security-classified reports of manpower surveys, 1943-45** (17 ft.), are arranged in two subseries, the first (for general Army installations) alphabetically by state and thereunder alphabetically by name of installation, and the second (for Army Service Forces facilities) by type of installation. In the first subseries, the survey of the "Alamogordo Bombing Range, Alamogordo, New Mexico" details the staffing and physical characteristics of the base in ignorance of its role as an atomic bomb development and testing site. Less significant are **Manpower Board reports of the War Department, 1945-46** (less than 1 ft.), arranged by type of report and thereunder chronologically, which summarize data concerning Army personnel processing installations and Army Service Forces' personnel requirements for the late war period.

#### Special Planning Division

**III.73** This Special Staff division (also known as SPD), established in May 1943, was charged with the preparation of demobilization plans for military and industrial activities of the War Department in the transition from war to peacetime status. This task included the recommendation and preparation of legislation, regulations, and other procedures required to implement the demobilization plans.

**III.74** The Special Planning Division had five planning branches (Organization, Personnel, Material, Service Operations and Transportation, and Fiscal), each of which performed the above duties in its respective field, and three staff branches (Legislative and Liaison, Research, and Executive) that assisted the Division Director and the planning branches in carrying out these tasks. In September 1945 the SPD was discon-

tinued and its demobilization functions transferred to the Office of the Under Secretary of War (for industrial aspects) and the War Department General Staff (for military aspects).

**III.75 Formerly security-classified general correspondence, 1943-46** (42 ft.), contains the extant records of the Special Planning Division, arranged in two subseries: (1) According to the War Department decimal scheme and thereunder chronologically and (2) "project files" arranged alphabetically by subject or by name of organization. Within the decimal subseries, classification 350.06 includes 167 numbered studies prepared by SPD relating to demobilization; classification 319.1 contains the division's monthly progress reports, September 1944-April 1946; the files within classification 310 provide historical data on the organization and functions of SPD; and classification 291.2 consists of assessments by Army theater commanders and other senior commanders regarding the role of African-Americans in the postwar military establishment.

**III.76** The "project files" include the largest collection of the SPD's monthly progress reports, covering the period August 1943-September 1945. Many "project files" document the SPD's relations with other agencies and organizations, supplementing the information found in the decimal subseries under classification 334. Some general subjects are described in several "project files"; data concerning the demobilization of the Army Air Forces (AAF), for example, is located in files "AAF Special Planning Project," "Aircraft Industry," and "'J' Plan."

**III.77** Access to this series is facilitated by cross-reference sheets to the general correspondence, 1943-46 (2 ft.). Arranged by index subject according to the War Department decimal scheme, each cross-reference sheet identifies an individual document according to file classification number, date, names of correspondents, and a synopsis of contents; these pertain, however, only to the decimal subseries of the general correspondence.

## RG 177 RECORDS OF THE CHIEFS OF ARMS

**III.78** Prior to March 1942, responsibility for the training of Army ground combat troops was divided among four branches or "arms" (Infantry, Field Artillery, Coast Artillery, and Cavalry), each directed by an Office of the Chief of the arm, located in Washington. Known collectively as the "Chiefs of Arms" and responsible directly to the Chief of Staff of the U.S. Army, these offices exercised direct supervision and control over schools and boards, formulated and developed tactical doctrine, prepared manuals and training literature, cooperated with the chiefs of supply services in developing armaments and equipment, and coordinated the assignment of personnel with the Adjutant General. The War Department reorganization of March 9, 1942, abolished these offices and transferred their functions to the Commanding General, Army Ground Forces.

**III.79** The Records of the Chiefs of Arms, RG 177, date back to the establishment of the first Chief of Artillery in 1901. Many individual files incorporate documents dated 1920 through 1942. Although the records have little significance for the conduct of U.S. wartime operations, they constitute an important source for information concerning Army tactical doctrine, organization, and equipment throughout the interwar period through the American entry into the war. Those series of records directly related to this period are described below.

**III.80** The most significant records are those of the Office of the Chief of Infantry. **General correspondence, 1920-42** (51 ft.), is arranged according to the War Department decimal scheme but apparently incorporates earlier numeric and subject file designations; e.g., file 473.85/5723. The series constitutes a major source of information on infantry and armored developments during the interwar and early World War II periods. Classification 470.8, for example, details the testing and adoption of tanks and other armored vehicles



within the Army, 1926-39 (file 470.8/550-IX concerns the testing of the Christie light tank in 1933); additional information on tanks is located in file 473.85/5723. Numerous photographs are incorporated within the files.

**III.81** Classification 400.112 documents proposed reorganizations of infantry divisions and subordinate units, 1935-39; extensive information on the organization and training of paratroop units is located in classification 320/9685. In addition to the annual reports of the Infantry Board and the Tank School, classification 319.1 includes a summary of infantry organization and armament developments, 1937-41 (319.1/Maj. Gen. George A. Lynch's Report, April 1941), and a February 1942 performance assessment of specific weapons and equipment on Bataan (319.1/Philippine Islands). File 381/9685 pertains to the 1941 establishment of standard "units of fire" to measure ammunition expenditure rates. Files 474.2/6572 and 472.5/613 document the Army's tests and adoption of the M-1 rifle and the Browning .50 caliber machine gun, respectively. Antitank weapons and measures for the 1937-41 period, including observers' reports on British wartime lessons, are described in file 472.5/9884.

**III.82** In addition, Office of the Chief of Infantry records include lists and other records relating to **Army War College Training, 1937-42** (2 ft.), arranged chronologically. These document the enrollment of infantry officers at the Army War College, the Army Industrial College, and the Command and General Staff School during the indicated period.

**III.83** Of the records of the Office of the Chief of Coast Artillery, the most significant material is found in **general correspondence, 1918-42** (331 ft.), arranged according to the War Department decimal scheme. Larger files are thereunder arranged according to alphabetical designations (e.g., 319.13/HB). Included is extensive documentation of antiaircraft weapons and units, which were incorporated by the Army within the Coast Artillery. The records provide information on the technical and physical charac-

teristics of specific artillery pieces (classification 472), firing tests of specific weapons (353.42), the organization of coast artillery units (320 and 320.2), and details of harbor defenses and coastal fortifications (662 through 665). Classification 004.5 consists of photographs (some mounted in albums) of coastal artillery pieces, equipment, shells, and installations. Annual reports of the Office of the Chief of Coast Artillery and of the Coast Artillery School are located in classification 319.123. Regular training reports for specific units and reports of specific exercises can be found in classifications 353.1 through 353.17.

**III.84** The files within classifications 319.13 through 319.134 include numerous records originated by the Military Intelligence Division (MID) of the War Department General Staff regarding antiaircraft (AA) and air defense measures in Great Britain, Germany, and France. Many of these documents were withdrawn from MID files and forwarded directly to the Office of the Chief of Coast Artillery, without any cross-references provided; e.g., the contents of file 319.13/BM, a report on German coastal fortifications on the island of Helgoland, apparently were removed from MID file 2172-658, although the associated correspondence and the report's table of contents remain in the MID file among the Military Intelligence Division's records, RG 165. These materials include both original reports and publications by foreign sources along with MID translations. Particularly noteworthy are materials concerning German AA weapons and air defense measures for the 1931-37 period, located in file 319.134/A-I, and equivalent British documentation in file 319.131/A-Z. In addition, classification 319.13 includes MID biweekly intelligence summaries of international military developments, February 1937-January 1938 (319.13/MIS Reports), Coast Artillery School research studies on World War I and national defense needs, and numerous reports of tests of AA weapons.

**III.85** Closely associated with this series are **records relating to the Antiaircraft Command, 1918-42** (63 ft.), which follow the same arrangement as the preceding series. This series incorporates records withdrawn from the general correspondence and records originated by the Antiaircraft Command, Richmond, VA; much of the material, however, pertains to the whole of the Coast Artillery. Classifications 320 and 320.2, for example, provide extensive data for both antiaircraft and coastal artillery units. More generally, file 320/KC consists of a series of statistical reports, "Status of the Army of the United States-Personnel," detailing the strengths of all regular Army units, February 1941-December 1942.

**III.86** Several classifications relate entirely to antiaircraft issues. Classification 319.131 concerns British air defense measures and weapons, including the testing of naval AA weapons for members of the British Technical Mission to the U.S., September-December 1940. Classification 353 details training of AA units. A large number of studies and reports are incorporated with classification 666, including Coast Artillery School studies on the employment of AA weapons (666/EV), information regarding British wartime AA experiences, September 1939-December 1940 (666/FF-FS), and data regarding AA defenses of Oahu, Hawaii, 1923-37 (666/20A and 666/45C).

**III.87** Scattered throughout both of the above series are transferral sheets indicating the transfer of individual files to records of other departments (Ordnance, Engineers, Services of Supply). No specific citations to files are provided.

**III.88** Access to both of the preceding series is partly facilitated by a subject index to the general correspondence and records relating to the Antiaircraft Command (270 ft.). This is a card index divided in three parts: (1) General subjects (excluding geographic areas), arranged alphabetically; (2) organizations, further divided between U.S. Army commands and units (arranged by category of unit and thereunder

numerically by designation) and private firms (arranged alphabetically); and (3) geographic areas, including specific locations within the U.S., foreign countries, and a separate alphabetical listing of coastal artillery batteries (e.g., Battery Adair, Battery Adams). Each index card provides the date, file number, and abstract of the contents of the relevant document. Two limitations, however, hinder the use of this index: No distinctions are made between the two series indexed, nor do the cards indicate those items subsequently transferred to other departments.

**III.89** **Formerly security-classified general correspondence, 1919-42** (23 ft.), arranged according to the War Department decimal scheme but with some unarranged "miscellaneous" files at the end, apparently consists of items withdrawn from the general correspondence series. Some of the most significant documentation concerns the awarding of government contracts to private firms (classification 160), information regarding labor disputes, strikes, and security conditions at plants under government contract (383.4), and correspondence on the procurement of signal and fire control equipment for coastal artillery batteries (665).

**III.90** Records of the Office of the Chief of Field Artillery (OCFA) are similar in content to those of the Coast Artillery. The most significant series is the **general correspondence, 1920-42** (44 ft.), arranged according to the War Department decimal scheme. The correspondence is particularly useful for information regarding the enrollment and use of college students in the Reserve Officer Training Corps (ROTC), 1931-41 (classifications 322.991 and 326.6); the assignment of field artillery officers from the prewar period through October 1943 (210.31); tests of artillery pieces, ammunition, and equipment (471 through 472.93); and the use of trucks and other vehicles by the field artillery (451.2 and 537.3). Classification 061.01 includes information on the use of aerial photography by the field artillery; classification 319.1 contains



the OCFA's annual reports and considerable information on the overall organization of armies, corps, and divisions in 1937. At the beginning of the series is a listing of the decimal file designation, the subject content, and the date span for each file in the series.

**III.91** The **subject index to the general correspondence and other records, 1917-43** (210 ft.), also facilitates access to these records. Arranged alphabetically by subject (many of which are subdivided into subordinate subjects), this card index includes the pertinent file designations, dates, and abstracts of documents for specific subjects. A number of the subjects indexed, however, cannot be identified among the general correspondence; e.g., the entry for "intelligence reports" provides citations to decimal files under classification 350.05 that are not located in the series.

**III.92** OCFA records also include **photographs, 1917-43** (7 ft.), arranged alphabetically by subject. These are captioned positive prints, generally unaccompanied by text. The entry for "Guns" includes photographs for British, French, German, and Japanese artillery pieces from this period; the entry for "Tanks" pertains to firing tests of antitank weapons.

**III.93** Closely related to the OCFA correspondence files is the Field Artillery Board's **subject file, 1904-39** (2 ft.), arranged chronologically by year and thereunder according to War Department decimal file numbers. The most pertinent material concerns the use of vehicles in 1939 (classification 451). More significant are **Field Artillery miscellaneous files, 1931-42** (2 ft.). Arranged according to the War Department decimal scheme, this series includes intelligence digests of British, German, and French artillery experiences in Europe and North Africa, 1940-41 (classification 319.1); reports and correspondence regarding proposed reorganizations of divisions, corps, and armies, 1935-37 (file 320.2/AA-49); reports on the employment of aviation and aerial photography to facilitate field artillery use (file 373/J); and documentation of field artillery mobilization plans, 1933-40 (clas-

sification 381). A listing of the file designations, dates, and contents is located at the beginning of the series.

**III.94** The Office of the Chief of Cavalry's **general correspondence, 1920-42** (34 ft.), arranged according to the War Department decimal scheme, documents that branch's transition to a mechanized force during the interwar period. Classifications 320.3 and 322.02 detail organizational changes in general and for specific cavalry units; classifications 333 and 353 provide data on changes in training; extensive data on the testing and use of motor vehicles is located in classification 451.

#### Related Records

**III.95** Closely related are the Records of Headquarters, Army Ground Forces, RG 337, which assumed the organization and training functions formerly exercised by the Chiefs of Arms; these records are described in this chapter. Related records are also located among those of the U.S. Army Chief of Staff, RG 165, and the Adjutant General's Office, RG 407, described in chapters I and II.

#### RG 168 RECORDS OF THE NATIONAL GUARD BUREAU

**III.96** The National Guard Bureau, a 1933 redesignation of the former Militia Bureau, functioned as the War Department's agency to assist States in the administration and development of National Guard units while the latter were not in the service of the Federal Government. Responsible to the U.S. Army Chief of Staff, the Bureau diminished in extent and significance with the accelerated activation of National Guard units after 1940. During the war the Bureau's chief activity involved the maintenance of wartime records of the National Guard and the formulation of postwar policies. The Bureau also represented the War Department in policy matters concerning the State Guard, State units established after 1940 to take the place of

the National Guard in emergencies. In March 1942 the Bureau was assigned to the Adjutant General's Office, and in April 1942 it became one of the "administrative services" of the Services of Supply (later Army Service Forces); in May 1945 the Bureau was transferred to the General Staff as a Special Staff Division. The National Guard Bureau in 1948 became a joint bureau of the Army and the Air Force.

**III.97** Wartime functions of the Bureau were carried out by its five subordinate branches, designated as follows: Budget, Fiscal, and Construction; Personnel; Regulations; Planning; and Organization, Training, and Supply.

**III.98** The records of the Bureau document only its own activities and do not include unit records of National Guard units. Pertinent series are described below.

**III.99** The most significant records of the Bureau are its **decimal correspondence files, 1922-62** (1,406 ft.), divided into chronological subseries and thereunder arranged according to the War Department decimal scheme. The 1922-45 subseries (202 ft.) is itself divided between general files arranged according to the War Department decimal scheme and alphabetically arranged State files (including the Territories of Alaska and Hawaii). Within the former, larger files are arranged by case numbers that are roughly chronological; within the latter, each State's files are arranged according to War Department decimal classifications 325.1 through 325.52.

**III.100** The 1922-45 general files document issues relevant for all National Guard formations, issues which are often applicable to regular Army units as well; classification 325.4, for example, concerns the planned inactivation of units of all types after the cessation of hostilities. Classification 319.1 contains the annual reports prepared by the Chief of the National Guard Bureau, but also includes intelligence reports and observations regarding the operations of German, British, French, Italian, and Japanese forces, 1935-43. General information on the organization and activation of Army units can be

found in classification 320.2, while the induction and activation of National Guard units into Federal service is located in classification 325.452. Index sheets are scattered throughout the general files, particularly at the end of larger decimal classifications, to furnish cross-references to related documents elsewhere in the general files.

**III.101** Most of the subseries relates to National Guard units. The general files include information on budgetary and financial aspects (classification 111), the appointment of officers (210.1), tables of organization (325.43), strength returns (325.44), military education and staff instruction for officers (352), training (353), and the construction of training camps and installations (685.1). The State files detail the organization, strength, and activation of specific National Guard units.

**III.102** The **formerly classified decimal correspondence file, 1922-54** (6 ft.), arranged loosely according to the War Department decimal scheme, primarily concerns the postwar era. Classification 324 State Guard, however, consists of several extensive reports on the organization, strength, weapons, training, and other activities of the British Home Guard, 1940-42.

**III.103** The **decimal correspondence file of the Immediate Office of the Chief of the National Guard Bureau, 1920-53** (34 ft.), is also divided into chronological subseries and thereunder arranged according to the War Department decimal scheme. The **1920-50 subseries** includes circulars, bulletins, and memorandums issued during the war years (classifications 300.4 through 300.6). The annual report of the Chief of the Bureau for 1942 and the Bureau's weekly activity reports, August 1942-May 1945, are located in classification 319.1. Classification 461 consists of weekly directives issued by the Headquarters of Army Ground Forces, 1944-46.

**III.104** The **decimal correspondence file relating to the organization of the wartime State Guard, 1941-49** (19 ft.), documents the Bureau's involvement with State Guard matters. The series is divided between general files



arranged according to the War Department decimal scheme and alphabetically arranged State files, each of which is thereunder arranged by the same decimal scheme. Classification 319.1 in the general files includes monthly activity reports for State Guard units, arranged alphabetically by state, for the period January 1943-January 1947.

### Related Records

**III.105** Within RG 407, the Adjutant General's Office **unclassified central decimal correspondence file** for the 1940-45 period includes considerable documentation of the National Guard, particularly under decimal classification 325 "Militia/National Guard" and special project file "National Guard." Extensive data is also scattered among several series of records (generally under classification 325) of Headquarters, Army Ground Forces, RG 337, described in this chapter. Records of inspections and investigations by the Army Inspector General are located among the Records of the Office of the Inspector General, RG 159, described in chapter II. Additional pertinent records are located among Records of the War Department General Staff, RG 165, described in this chapter, and among the Records of the Army Service Forces, RG 160, described in chapter VI.

**III.106** Copies of official publications of the National Guard Bureau during World War II, including the *Official National Guard Register* and the Bureau's *Tables of Organization*, are located among the Publications of the U.S. Government, RG 287. Copies of these publications are also generally available from the Government documents sections of larger libraries.

**III.107** Records concerning National Guard units prior to their entry into Federal service remain in the custody of State and local archives. Special orders issued by the New York State Adjutant General's Office, for example, are located in the New York State Archives, Cultural Education Center, Albany. The personal papers of National Guard senior officers who served in World War II are similarly disposed.

For example, the papers of Raymond S. McLain, a member of the Oklahoma National Guard and division artillery commander of the 45th Infantry Division, are held by the Western History Collections, University of Oklahoma, Norman.

### RG 337 RECORDS OF HEADQUARTERS ARMY GROUND FORCES

**III.108** The March 1942 reorganization of the War Department resulted in the establishment of the Army Ground Forces (AGF) as the principal command for ground combat troops in the continental United States. Inheriting the functions, duties, and powers formerly exercised by the offices of the chiefs of the combat arms (Infantry, Field Artillery, Coast Artillery, and Cavalry) and training functions previously held by the General Headquarters, U.S. Army, the AGF assumed responsibility for individual training of ground troops, the organizing and training of combat divisions and other tactical units, and training in the use of ground weapons and equipment. Headquarters AGF also assisted in formulating requirements for ground weapons and equipment, testing such weapons and equipment, and developing tactical doctrine and operational techniques used in land warfare.

**III.109** Under the successive command of Lt. Gen. Leslie J. McNair (March 1942-August 1944) and Gen. Joseph W. Stilwell (November 1944-September 1945), Headquarters Army Ground Forces generally followed the organization of a field headquarters (staff sections G-1 through G-4, together with a Requirements Section and several technical service staff sections). In addition, AGF inherited or established training schools and centers and service boards for specific combat arms or specific combat conditions. The most significant of these training centers were the Desert Training Center (later redesignated the California-Arizona Maneuver Area), Camp Young, CA (initially commanded by Maj. Gen. George S. Patton, April-August 1942); the Mountain Warfare Training Center,

Camp Hale, CO; the Amphibious Training Center, Camp Carrabelle (later redesignated Camp Gordon Johnston), FL; the Airborne Command and Center, Ft. Benning, GA; the Antiaircraft Command and Center, Ft. Bliss, TX; the Armored Force Command and Center, Ft. Knox, KY; and the Tank Destroyer Center, Camp Hood, TX.

**III.110** Responsibility for the basic training of troops destined for later training with AGF, as well as for the recruiting, training, and organizing of noncombat troops for overseas duty, rested with the Office of the Director of Military Training under Headquarters, Army Service Forces. Headquarters AGF continued its activities after the war; after March 1948 it was redesignated the Office of the Chief of Army Field Forces.

**III.111** The records of Headquarters AGF total approximately 1,950 feet for the period 1939-54, arranged in over 150 series. Wartime AGF records pertain to three subject areas. The majority of the records, originated by Headquarters AGF and its constituent commands, relate to the activation, organization, and training of Army forces within the United States.

**III.112** Scattered throughout these materials are observations of combat experiences (or "lessons learned") regarding the efficacy of Army training, organization, weapons, equipment, and tactics in all theaters of operations. Also incorporated within the records are pertinent British documents and extensive intelligence data concerning German and Japanese forces. Many items represent original reports submitted by AGF observers in the field; others are assessments independently offered by field commands and individual field officers; still others consist merely of copies or extracts from after-action reports or POW interrogations. Some duplication of items exists, but the extent of duplication cannot be determined without a comprehensive review of all pertinent records.

**III.113** Finally, AGF records incorporate extensive records of General Headquarters, U.S. Army (GHQ, USA) an operational as well as a

training command during the 1940-42 period, and thus include significant operational information on U.S. forces for that period. Included are records of U.S. commands on Iceland, Greenland, and in the Caribbean for the early war period. GHQ, USA records also document the beginning of manpower mobilization in anticipation of American entry into the war. Because of the volume of records, only selected wartime series are described below.

**III.114** The records of the AGF Adjutant General's (AG) Section are the most significant. Included among these are the Headquarters, Commanding General, **general decimal file, 1940-44** (3 ft.); **general correspondence file, 1940-45** (1 ft.) (arranged in two sections, 1940-44 and 1945, and thereunder arranged alphabetically by name of correspondent); and **reference file** (1 ft.) (correspondence and reports relating to tests of proposed infantry division organization, 1937-39). The decimal file is particularly important for documenting McNair's activities; file 314.81, for example, details McNair's tour of the North African theater of operations, April-May 1943, during which he was wounded by German shellfire. Other items located in the decimal subseries include a copy of the U.S. Seventh Army's report of operations in Sicily, July-August 1943 (319.1/78), and British and captured German reports concerning combat in North Africa, 1941, and British preparations for gas and chemical warfare countermeasures (319.1/151-202).

**III.115** The **1940-44 general correspondence subseries** contains extensive correspondence between McNair and various officers and officials, including numerous letters exchanged with Gen. George S. Patton on the effectiveness of weapons, equipment, and training.

**III.116** The AG Section's **formerly top secret decimal correspondence file, 1942-50** (7 ft.), is arranged into chronological subseries for 1942-47, 1948, and 1949-50 and thereunder according to the War Department decimal scheme. The **1942-47 subseries** contains several key wartime items, including a report by one



Col. W. H. S. Wright to the Secretary of War regarding his observations of SHAEF Headquarters, the D-Day invasion, and fighting in Normandy, May-July 1944 (file 319.1). Extensive information on the organization and activities of camouflage and radio deception units in Great Britain, 1944, is located in files 320.2 and 370.3; file 370.2 contains observations on combat lessons learned in North Africa and New Guinea, 1942-44.

**III.117** The AG Section's **formerly confidential, secret, and unclassified decimal correspondence files, 1940-54** (ca. 800 ft.), constitute the AGF central files. Organized into chronological subseries and thereunder according to the War Department decimal scheme, the **1942-48 subseries** (ca. 433 ft.) is itself divided between a decimal arrangement (379 ft.) and a collection of project decimal files (54 ft.). Within the decimal arrangement, classifications 320.2 (organization and strength of the Army), 321 (organization and strength of specific service branches), and 353 (training) provide extensive data on these activities within AGF. Files within these classifications are arranged into subject headings, e.g. 353 "Training Directives," 353 "Air-Ground." Other subjects thoroughly documented in the files include the assignment and transfer of enlisted personnel (classification 220.3) and the movements of newly activated units of all categories (370.5). General McNair's 201 file contains extensive official and personal correspondence of the AGF commanding officer, together with cross-reference sheets indexing additional correspondence within the series.

**III.118** File classifications 291.2 and 322.999 detail the mobilization and use of African-Americans in the Army, with additional data scattered among file classifications 321 (regarding specific African-American formations) and 353 "Special Training Units" (largely concerning educational training). The military mobilization of women is documented in classification 324.5 "Women's Army Corps" and project file "Women's Army Corps." Classification

704 furnishes considerable data on casualties suffered during training.

**III.119** Two decimal file classifications are especially valuable for historical data. Classification 319.1 "Foreign (Overseas) Observers" consists of several files that detail combat lessons learned by American forces, particularly during the 1942-43 period. U.S. Army operations in North Africa, Sicily, Italy, New Guinea, and the Aleutians are analyzed by AGF observers with respect to combat tactics, organization, weapons, and equipment. Reports are sometimes accompanied by interviews with officers and photographs. (A more complete collection of overseas observers' reports is located among the records of the AGF G-2 Section, described below.)

**III.120** Similar material is also located under classification 319.1 subheadings "Miscellaneous Reports" and "Military Attache Reports," but these are more likely to contain information on the organization and tactics of British and German forces, including accounts of battle experiences in Libya and Egypt, 1941-42. The "Miscellaneous Reports" subheading also includes numerous recommendations regarding equipment and weaponry and a July 1942 assessment of the U.S. Army Coast Artillery's performance in the Philippines, 1941-42.

**III.121** Although most of the files included within classification 381 concern the mobilization and movement of new units according to operative war plans, a detailed study of the landing of Task Force GOALPOST at Port Lyautey, Morocco, November 1942, is located in file 381 "North Africa."

**III.122** Classification 314.7 largely consists of a history of the Army Ground Forces during World War II, in the form of 37 monographs prepared by the Historical Section of Headquarters, AGF. The studies, completed during the 1946-48 period, describe and analyze specific AGF organizations and activities. (Drafts and notes of these studies are located among the records of the AGF's Historical Section, described later in this chapter.)

**III.123** Arranged in numerical order, the studies treat the general history of AGF (No. 2) and its predecessor, General Headquarters, U.S. Army (No. 1); the mobilization and organization of ground combat forces (Nos. 3-9); general training (Nos. 10-12, 30-32); the activation and training of the U.S. Second (No. 16), Third (No. 17), Fourth (No. 18), and Fifteenth (No. 19) Armies in the U.S.; the establishment and operations of such special training centers as the Desert (No. 15), Mountain (Nos. 23-24), and Amphibious (No. 22) Centers; and the activities of such specialized training commands as the Antiaircraft Command (No. 26), Tank Destroyers (No. 29), the Airborne Command (No. 25), and the Armored Force Command (No. 27). Other monographs examine such specific topics as the history of the Tenth Light Division (Alpine) (No. 28), the AGF's role in developing air-ground battle cooperation (No. 35), and the training of African-American troops (No. 36).

**III.124** The project decimal files, generally arranged alphabetically by subject and thereunder according to the decimal scheme, supplement the decimal arrangement with additional material and cross-reference sheets to documents located elsewhere in the series. Particularly useful are the files relating to the activation and training of specific armies, corps, and divisions prior to overseas commitment. These early unit records complement the operational unit records described in chapters XI and XII. The project files also provide significant data concerning the AGF training commands and centers (that for the Desert Training Center is filed under "California-Arizona Maneuver Area").

**III.125 Army Ground Forces movement orders with related correspondence, 1942-45** (98 ft.), arranged numerically by shipment number (0002-0994), constitute a separate series within the AG section's records. Although the records do pertain to transfers of units, the bulk of the material concerns shortages and shipments of specific items of equipment for individual units. **Personnel movement orders, 1943-45** (17 ft.), arranged according to an alpha-numeric

coded shipment order system, primarily relate to the movement of replacements rather than units. A separate collection of **AG record copies of AGF letters, January 1943-December 1946** (4 ft.), arranged chronologically, provides a sequential arrangement of the directives and orders issued by AGF for the activation and movement of specific units.

**III.126** The AG Section's records also incorporate the largest body of extant records of GHQ, U.S. Army, 1940-42, whose activities and other records are described in chapter I. The most significant collection of material is found in the **decimal correspondence file of General Headquarters, United States Army, 1940-42** (104 ft.). Arranged in two subseries (a War Department decimal arrangement followed by a much larger collection of project (subject) decimal files), these records constitute the principal administrative and operational files maintained by GHQ, USA, during its brief existence. Within decimal classification 319.1 are GHQ's morning reports, October 1940-December 1941; daily reports of the G-2 Section, December 1941-March 1942; daily summaries of the G-3 Section, December 1941-March 1942; and weekly summaries of activities of subordinate field commands, February-December 1941. The GHQ Diary, June 23, 1941-March 4, 1942, is located in file 314.81; GHQ staff conferences, July 1941-February 1942, can be found in file 337. GHQ's radio message files, arranged by corresponding command, are in classification 311.23. Files 300.4 through 300.6 contain the general and special orders, bulletins, and memorandums issued by GHQ.

**III.127** As with the preceding series, classifications 320.2 and 353 furnish extensive data regarding the organization, strength, and training of U.S. Army units, although the focus here concerns the 1940-41 period. Classifications 324.71 and 325 document the integration of Selective Service draftees and National Guard units, respectively, into the expanding Army. Considerable information regarding the mobilization and deployment of units under operative war



plans, including the movement of troops to Iceland and the Caribbean in 1940-41, is located under classification 381.

**III.128** The **project decimal file subseries** (65 ft.) is arranged alphabetically by name of geographic area or command and thereunder according to the decimal scheme, followed by separate entries for armies, corps, and divisions, each arranged numerically by unit designation. The subseries is particularly valuable for records of the earliest U.S. Army operational commands established during the war. The Bermuda, Greenland, Iceland, Newfoundland, and Trinidad Base Commands, the Eastern and Western Defense Commands, and the Panama Canal and Puerto Rican Departments are especially well documented, often by periodic reports of the G-1 through G-4 staff sections under decimal classification 319.1 for each command. Iceland Base Command files also describe negotiations between Icelandic government and U.S. military representatives over questions of sovereignty. Considerable data concerning the initial movement and establishment of Army units in Australia and (northern) Ireland in 1942 is located under those geographic entries. There is, however, very little material concerning the Philippine Department.

**III.129** Several small series of records, nearly all for the period 1940-March 1942, are available for individual headquarters staff sections of GHQ, U.S. Army. These include the **Secretary General Staff journal file, August 1941-March 1942** (1 ft.); separate **decimal and subject files** of the G-1 Section (each 6 ft.); a G-2 Section **subject file** (3 ft.), arranged alphabetically, most interesting for its "combat estimates" and "political estimates" of different powers; a G-3 Section **subject file** (7 ft.), also arranged alphabetically, principally concerned with Army maneuvers; an Aviation Section **subject file** (1 ft.), including the day journals of the section, December 1941-March 1942; and separate **subject files** for the G-4, Coast Artillery, Quartermaster, and Signal Sections (totaling 2 ft.), each arranged alphabetically.

**III.130** AG Section records also include four series of statistical reports and tabulations, 1942-46, totaling 19 ft. The data covers the strength of training formations, the availability and movement of replacements, and the classification of trainees while under AGF authority. Some reports pertain specifically to the training and employment of African-American servicemen. A fifth series of **strength reports, 1942-43** (4 ft.), arranged chronologically in monthly reports for December 1942, March-December 1943, and July 1944-May 1946, systematically detail the authorized and actual strengths of specific commands and units under AGF authority. The reports are in the form of oversize, machine-generated tabulations.

**III.131** Closely related to these statistical materials are the Ground Statistics Section's **strength tabulations, 1942-48** (9 ft.), arranged alphabetically by title of report or by subject. These also consist of oversize, machine-generated reports that mostly list the strengths and locations of units under AGF command, 1943-46. Included, however, are tabulations of battle casualties suffered in all theaters and of African-Americans serving in AGF units (filed under "Negro Personnel" and "Negro Units").

**III.132** The remaining records of Headquarters AGF for the period March 1942-September 1945 are arranged by headquarters staff section. The Chief of Staff **journals, March 1942-September 1945** (1 ft.), arranged chronologically, provide a daily record of AGF headquarters activities, discussions, and policy determinations, as well as extensive data on the assignments and transfers of staff officers.

**III.133** Wartime records of the G-1 Section are fragmentary; most relevant documentation appears scattered among the central files maintained by the AG Section. An exception is the G-1 Section Miscellaneous Division **subject correspondence file, 1942-45** (3 ft.), generally arranged alphabetically, which largely pertains to replacement training.

**III.134** The most significant wartime records of the G-2 Section consist of **intelligence**

**reports, 1943-46** (5 ft.), arranged numerically by report number (1-717). This is the most complete collection of AGF overseas' observers reports, many of which are described earlier in this section. They include observations on U.S. Army tactics, equipment, weapons, and organization under the specific combat conditions of Europe and the Pacific. A number of reports reproduce field unit operational records described in chapters XI and XII. Also included are British reports, intelligence notes, and interrogations regarding British, German, and Japanese weapons, equipment, tactics, and organization. A listing of the report numbers, titles, originators, and dates is filed at the beginning of the series.

**III.135** G-2 Section records also include a **subject correspondence file, 1942-45** (6 ft.), arranged alphabetically. Much of the material relates to intelligence training, but four folders under entry "NATO" contain extensive observations on combat experiences and lessons for North Africa and Italy beyond that found in the preceding intelligence reports. Included are such items as an analysis of casualties suffered by the 3rd U.S. Infantry Division in Italy and studies of artillery ammunition expenditure, together with an apparently misfiled survey of members of the 162nd Infantry Regiment (43rd Infantry Division) regarding combat experiences on New Guinea, 1943.

**III.136** Records of the G-3 Section are extensive, reflecting that staff section's key responsibility for organizational and training functions within Headquarters AGF. The **decimal correspondence file, 1942-50** (26 ft.), arranged according to the War Department decimal scheme, provides considerable organizational data (320.2) and information on maneuvers (354.2). Also, file 210.684 includes numerous reports of overseas observers (including Gen. George S. Patton) on the efficacy of American equipment, organization, and weaponry. The **subject correspondence file, 1942-49** (9 ft.), arranged alphabetically, includes data on preparations for amphibious landings (files

"Amphibious Training" and "Conference on Landing Assaults"), the coordination of tactical air support ("Observer Reports on Air-Ground Cooperation"), and an account of the fighting on Bataan, 1941-42 ("War Operations File").

**III.137** Most G-3 Section records, organized according to the subordinate divisions within G-3, pertain to combat training and training facilities. Especially valuable is the Troop Training Division (Combat Arms Branch) **project file, 1942-46** (9 ft.), arranged according to service branch (e.g., air and airborne, armored and cavalry, field artillery, infantry) and thereunder alphabetically by subject or by type of record. Strongly reflecting the 1944-45 period, these records particularly detail combat lessons learned in air and airborne operations. A separate collection of "special projects" at the end of the series includes AGF daily bulletins, June-December 1944, and reports on mountain, desert, and winter training.

**III.138** The Troop Training Division (Maneuvers, Special Projects, and Ammunition Branch) **subject correspondence file, 1942-44** (12 ft.), arranged alphabetically by subject, furnishes extensive information regarding maneuvers and training centers, especially the Desert Training Center. This is supplemented by separate series of records regarding specific AGF training centers and boards, particularly those related to desert warfare. The Desert Training Center **decimal file, 1942-43** (6 ft.), includes transcripts of its headquarters' telephone conversations, April 1942-November 1943, and Desert Warfare Board reports, August 1942-March 1943 (both within classification 319.1); extensive data on officer candidate schools (352); and combat intelligence training tests (353). **Desert Training Center histories, 1942-43** (2 ft.), arranged by subject or by type of record, provide both draft studies and source materials. The **Desert Warfare Board subject file, 1942-43** (2 ft.), arranged alphabetically by subject or title, contains a wealth of information on German and British combat organization and tactics, April-December 1941 (file "Field Artillery



Intelligence Digests"), and some reports on individual types of tanks and tank destroyers (files "Reports" and "Tests of Firing Against Medium Tanks").

**III.139** The Amphibious Training Center **subject correspondence file, 1940-45** (3 ft.), arranged alphabetically, includes a detailed history of the center. The Mountain and Winter Warfare Board **decimal file, 1942-44** (1 ft.), furnishes useful data on the tests of equipment under extreme environmental conditions (files 471.6 through 472.4). The same Board's **subject file, 1942-44** (5 ft.), arranged alphabetically, includes an extensive collection of photographs pertaining to the Mountain and Winter Warfare Training Center and translations of intelligence reports on Finnish, German, Swedish, and Swiss experiences in these areas.

**III.140** The Troop Training Division (Maneuvers, Special Projects, and Ammunition Branch) records also include a special "**Sphinx Project**" **subject file, 1942-45** (9 ft.). Arranged alphabetically, this series relates to extensive tests of weapons, equipment, and tactics in attacking Japanese fortified positions (including caves); the tests were carried out by separate AGF components (e.g., Armored Board, Infantry School, Tank Destroyer Center). The accumulated data is located in file "Summary of Results and Tests of Sphinx Project"; the series also includes numerous photographs and some original rock specimens.

**III.141** Records of the Training Division (Replacement Training Branch) include **inspection reports, 1942-44** (3 ft.), arranged alphabetically by camp name, that evaluate replacement training programs in each camp; and training reports, 1943 (2 ft.), arranged by camp or installation, that furnish statistical data on the training status of replacement personnel.

**III.142** The Training Publications and Aids Division's **decimal file, 1942-48** (33 ft.), is most relevant for recommended revisions and proposed additions to Army field and technical manuals (classification 461, thereunder arranged by field or technical manual number). Additional

observations of combat experiences are located in classifications 210.684 and 319.1; the latter also includes some materials of foreign origin, in particular an untranslated 1943 Finnish manual on the use of land mines in winter conditions. The same division's **subject file, 1942-46** (4 ft.), arranged alphabetically, contains a greater quantity of observations of "lessons learned" in combat. These are generally organized by branch of service (e.g., "airborne," "amphibious," "armored"), although useful information is also filed under "Intelligence." The "Infantry" file includes a lengthy report on the operations of the 5307th Composite Unit (Provisional), also known as "Merrill's Marauders," in northern Burma, 1944.

**III.143** Additional G-3 Section records include the New Divisions Division **activation directives, 1942-43** (3 ft.), arranged chronologically by month, which comprise charts and tables for the activation of specific divisions, combined with extensive documentation of training schedules, combat exercises, and the classification of recruits according to skills and previous employment. The Schools Division's **formerly classified decimal file, 1942-48** (8 ft.), contains useful observers' reports on the performance and problems of infantry replacements in Europe and the Pacific, 1943-45 (file 333.1). The series also documents instruction and training courses for replacement personnel at the AGF's Field Artillery and Infantry Schools (classification 352, thereunder arranged alphabetically by name of school or by specialized category of training).

**III.144** The Organization and Equipment Division's **decimal correspondence file, 1943-48** (7 ft.), is particularly useful for information on recommended changes in unit tables of organization and equipment during the war (classification 320.3). The same division's **subject correspondence file, 1943-46** (14 ft.), arranged alphabetically, details recommended changes in unit tables of organization and equipment in light of combat experiences.

**III.145** Records of the G-4 Section document logistical aspects of AGF's functions. Most significant is the **subject correspondence file, 1941-46** (26 ft.), arranged alphabetically, with extensive information on equipping of specific army and division commands prior to overseas transfer (files "POM-Preparation for Overseas Movement," "Task Force Division, G-4," and "Reports"). The series also contains inspection reports concerning available stocks of equipment and supplies at specific training facilities, 1943-45 (file "Inspections"), a collection of photographs of amphibious equipment used in the invasion of Sicily, 1943 (file "Operation HUS-KY"), and extensive data on equipment and supply needs of the 45th Infantry Division ("Divisions"). Less relevant because of its postwar emphasis is the **formerly classified decimal correspondence file, 1944-47** (19 ft.), arranged into 1944-46 and 1947 subseries and thereunder according to the War Department decimal scheme; file 334 in the **1944-46 subseries**, however, furnishes some wartime materials of the Equipment Review Board.

**III.146** Records of Headquarters AGF's specialized staff sections relate for the most part to equipment and supply issues. The most important records are those of the Requirements Section, divided among several series. It's **decimal correspondence file, 1941-45** (8 ft.), contains useful information on equipment needs for military vehicles (classifications 451 through 451.94) and tanks (classification 470.8). The Development Division **decimal correspondence file, 1942-46** (5 ft.), provides extensive data on tests and requirements of artillery (classifications 473 through 473.61), in addition to numerous observations on combat experiences of American forces, particularly for the 1942-43 period (classification 319.1). Included among the latter are after-action reports of the New Zealand Division's operations in North Africa, November 1941-October 1942.

**III.147** The Development Division's **chronological file, 1941-44** (6 ft.), is a correspondence file of divided nature. For the period

May 26, 1941-March 11, 1942, the correspondence represents the office file of Maj. (later Lt. Col.) R. M. Montague of the War Department General Staff's G-3 Division (Planning Branch), much of which concerns anticipated weapons and equipment needs for the prewar Army. From mid-March 1942 through October 1944 the correspondence apparently consists of copies of correspondence of the Army Service Forces' (ASF) Requirements and Stock Control Division, forwarded for retention to AGF's Requirements Section. Primarily concerned with specific equipment needs and requests, most of the latter correspondence includes alphabetically arranged subject indexes at the beginning of each folder. Closely related is **Development Division status of equipment correspondence, 1943-45** (2 ft.), arranged alphabetically by branch of service (e.g., Chemical, Engineers, Ordnance) and thereunder chronologically, consisting of additional ASF correspondence on specific requests, revisions, tests, and available stocks of equipment items.

**III.148** The Requirements Section also maintained separate series of **correspondence files**, each arranged according to the War Department decimal scheme for the period 1942-45, for the individual combat branches. The specific branches and the volume of records for each are: **Airborne** (1 ft.), **Armored Vehicle** (2 ft.), **Cavalry** (2 ft.), **Coast Artillery** (9 ft.), **Field Artillery** (8 ft.), and **Infantry** (10 ft.). The Coast Artillery correspondence incorporates extensive material regarding antiaircraft artillery. Every series includes information on specific requirements, revisions, and stocks of weapons and equipment. File classification 319.1, in both the Coast Artillery and Field Artillery series, includes technical intelligence regarding enemy artillery and "U.K. Artillery Notes," summarizing lessons learned by British artillery in the European and Asiatic theaters. The Infantry Branch series furnishes data on weapons tests and characteristics of machine guns, submachine guns, and light artillery pieces (classification 472); ammunition (classification 471); and rifles



and carbines (474); file 381/9583 within the series documents the daily ammunition expenditure allowance ("Day of Supply") for each theater of operations in Europe and in the Pacific.

**III.149** Among the records of other special staff sections, the **Development and Testing Section decimal correspondence file, 1942-50** (21 ft.), consists for the most part of postwar materials, but includes information on wartime tests of weapons (classifications 471 through 472) and radio equipment (413.44); observations on combat experiences concerning armored vehicles and German artillery (319.1); and design data for dummy tanks, vehicles, and airfields in deception operations (384.6). These records have not yet been systematically reviewed for declassification. Questions of access to, and information about, these records should be referred to the appropriate custodial unit.

**III.150** Records of the **Budget and Fiscal Section** document fiscal aspects of AGF's operations. The **decimal correspondence file, 1941-49** (6 ft.), largely pertains to postwar expenses but includes personnel data on AGF finance officers (classification 201) and useful information on the establishment of training centers and the planning of courses of instruction for officers (classification 352). The section's **subject correspondence file, 1941-50** (3 ft.), arranged alphabetically, details operating budgets for specific training centers and commands for the 1942-44 period. A separate **fund file, 1942-46** (7 ft.), arranged alphabetically by subject, provides the same information for the 1945-46 period. The latter series also furnishes useful budgetary information for such special services as chemical warfare and signal units within AGF.

**III.151** The Inspector General's Section **site board reports, 1941-44** (2 ft.), arranged alphabetically by State, summarize the investigations of possible sites for AGF training camps and replacement centers, primarily in southern and midwestern states.

**III.152** Records of the Information Section concern public relations activities of Headquarters AGF, including speeches by senior AGF officers, radio programs, concerts, newspaper and magazine articles, campaigns in support of war bonds and loans, and participation in such civic functions as parades. These activities are documented in a **formerly classified decimal correspondence file, 1941-48** (4 ft.); a **subject file, 1940-48** (1 ft.); a **numerical file, 1942-43** (3 ft.); **"Here's Your Infantry" decimal and subject files, 1944-45 and 1942-45** (1 and 3 ft., respectively); and the **"6th and 7th War Loan Drive" files, 1944-45** (2 ft.). The numerical file includes speeches, interviews, and annotated materials of General McNair, 1942-43 (files 3a through 3d).

**III.153** A separate series of **press releases, 1943-45** (9 ft.), consists of descriptions of decorations and medals won by individual soldiers and accounts of individual experiences in combat, principally for operations in the European theater. The number of soldiers named in the press releases is extensive.

**III.154** The Historical Section's records provide little beyond historical materials available elsewhere in AGF records. The **manuscript file "History of AGF," 1942-45** (10 ft.), arranged by study number (nos. 1-38), consists of drafts and notes of the historical monographs described earlier in this chapter (in the AG Section's formerly confidential, secret, and unclassified decimal correspondence files, 1940-54, classification 314.7). The **manuscript file "AGF Studies," 1945-48** (16 ft.), also arranged by study number (nos. 1-22), pertains to separate studies of AGF's postwar activities. Study No. 16, however, does provide a summary chronology of the AGF, 1940-46. A **chronological correspondence file, 1941-45** (3 ft.), documents the section's activities in preparing the studies.

**III.155** For the Engineer Section, the only series of available records consists of a **decimal correspondence file, 1944-50** (32 ft.), divided into several chronological subseries and thereun-

der arranged according to the War Department decimal scheme. The **1944-46 subseries** contains numerous combat observations regarding engineer equipment (e.g., Bailey bridges) and operations in both the European and Pacific theaters within classification 319.1; the same classification also includes observations on combat experiences in general for all Army forces.

**III.156** Medical Section records repeat this pattern in the **formerly confidential and secret decimal correspondence file, 1941-48** (13 ft.), also arranged into chronological subseries and thereunder according to the War Department decimal scheme. Classification 319.1 in the **1941-45 subseries** contains both general observations on combat experiences and specific reports concerning medical aspects (e.g., an analysis of battle casualties suffered by the 3rd U.S. Infantry Division at Anzio, January 1944). Data regarding neuropsychiatric and combat fatigue casualties and conditions for all theaters of operations are located in classifications 319.1 and 710.4. The **unclassified decimal correspondence file, 1941-48** (31 ft.), arranged in the same manner as the preceding series, includes the proceedings of a conference of senior Army medical officers on conditions in the Pacific theater, 1945 (classification 337); a three-volume study of the Fifth Army's hospital battle casualty deaths in Italy, 1944-45 (classification 704); and additional data on neuropsychiatric cases (710.4) in the **1945 subseries**.

**III.157** A separate series of Armored Force Medical Research Laboratory **correspondence and reports, 1942-45** (1 ft.), generally arranged chronologically, provides specific studies of medical aspects of tank warfare (e.g., heat, cold, desert conditions, noise levels, fume hazards).

**III.158** The Chemical Section's **formerly classified decimal correspondence file, 1942-48** (6 ft.), extensively documents training in the use of chemical weapons and equipment (classification 353) and includes numerous intelligence and information bulletins on the German, Japanese, and American use of chemical weapons

(e.g., flamethrowers, smoke grenades) in combat (classification 461). Some information on research and development of chemical weapons is located in classification 319.1.

**III.159** Within the Ordnance Section's **decimal correspondence file, 1944-48** (14 ft.), divided into three chronological subseries, the **1944-45 subseries** contains numerous inspection reports of AGF training facilities regarding recruits' use, expertise, and maintenance of rifles, artillery, tanks, and other weapons (classification 333).

**III.160** Extant wartime records of the Quartermaster Section are divided between two series. The **formerly classified decimal correspondence file, 1944-47** (3 ft.), is organized into chronological subseries (1944, 1945, and 1946-47) and thereunder arranged according to the War Department decimal scheme. File 319 in the **1944 subseries** includes numerous observations regarding American combat experiences, including a survey of officers of the 162nd Infantry Regiment regarding their experiences on New Guinea, June-September 1943. Within the 1945 subseries, file 353 provides status reports for all Quartermaster units shipped overseas, January-June 1945. A separate **journal file, June 1941-December 1945** (2 ft.), arranged chronologically, notes significant activities, orders, messages, and the specific actions taken by the section on a daily basis. The daily entries for the period June 26, 1941-March 8, 1942 are those of the Quartermaster Section of General Headquarters, U.S. Army.

**III.161** Headquarters AGF records also incorporate materials of the Infantry and Field Artillery Boards, dating from the period when these served under the Chiefs of Infantry and Field Artillery, respectively. **Infantry Board reports, 1916-50** (55 ft.), are arranged by report number (1-2364), corresponding to a chronological arrangement. Each report pertains to a test or study of a particular item of equipment or weapon (including ammunition, vehicles, tanks, and artillery pieces), and usually includes photographs. Together they constitute an invaluable



source of data on wartime equipment and weaponry used by the Army. Report numbers 1178 through 1905 cover the period January 1941 through September 1945. A folder list is provided at the beginning of the series.

**III.162 Artillery Board reports, 1940-45** (6 ft.), are arranged by year and thereunder according to the War Department decimal scheme. Most concern tests of artillery pieces and ammunition, but 1944 file 320.3 documents changes in the tables of organization and equipment for field artillery units throughout the 1940-44 period. Classification 300.7 within each year includes manuals on firing procedures for various artillery pieces. At the end of the series is a collection of radio messages received by the Armored Force Center, April 1942-August 1945.

#### Related Records

**III.163** Records of the Chiefs of Arms, RG 177, document the activities of the predecessors of Headquarters, Army Ground Forces in organizing and training Army units; these records are described in this chapter. Documentation of prewar and early wartime training and maneuvers are located among the Records of U.S. Army Continental Commands, 1920-42, RG 394, described in chapter V. Records of operational commands (e.g., Second U.S. Army, IX Corps) and specialized training centers and schools located among the Records of U.S. Army Commands, 1942- , RG 338, are described in this chapter.

**III.164** The personal papers of Maj. Gen. Andrew D. Bruce, who commanded the Tank Destroyer Center at Ft. George Meade and later at Ft. Hood, are located among the Military History Research Collection at the Military History Institute, Carlisle Barracks, PA. Most of Bruce's papers relate to the establishment and operation of the Tank Destroyer Center, 1941-43.

**III.165** The recruiting, training, and organizing of noncombat troops for overseas duty and the basic training of troops destined for

ground-combat training in the Army Ground Forces were the responsibility of the Office of the Director of Military Training, Army Service Forces, the records for which (in RG 160) are also described in this chapter. The records of field commands activated by AGF and transferred to overseas duty are divided between Records of the Adjutant General's Office, RG 407, and several record groups of various theaters of operations, described in chapters XI-XIII.

#### RG 338 RECORDS OF U.S. ARMY COMMANDS, 1942-

**III.166** Records of U.S. Army commands in the American theater of operations, described for the most part in chapter V, include records of a number of training commands and centers. A part of RG 338, Records of U.S. Army Commands, 1942- , these records are very closely related to those of Headquarters, Army Ground Forces, RG 337, described earlier in this chapter.

#### Second Army

**III.167** Headquarters, Second United States Army was constituted in August 1932 as one of four field armies in the continental United States. Activated in Chicago, IL, in October 1933 from units and headquarters personnel of the Fifth and Sixth Corps Areas, Second Army existed operationally only during maneuvers until October 1940, when the command became independent and permanent. Throughout the war, Second Army served as a training command for field forces destined for overseas operations; at war's end, it became responsible for the demobilization of units and the training of personnel for occupation duties.

**III.168** RG 338 records of Headquarters, Second Army number approximately 90 ft., arranged in 32 series. Most significant is the **AG Section's general correspondence, 1940-46** (49

ft.), arranged according to the War Department decimal scheme. Training activities are documented in classification 353, thereunder arranged by year; for example, file 353 1943 includes reports on a major field exercise of the 101st Airborne Division, on training in operations against permanent land fortifications, and on air-ground support field exercises, as well as photo albums of the Second Army's mine school and infiltration course. The series also includes numerous combat experience reports regarding actions against German and Japanese forces, including comparative observations on weapons, equipment, tactics, and fighting qualities, January 1943-July 1945 (314.8); data on the activation and status of units (319.1, 322); and investigations by the Inspector General's Section into alleged misconduct, unsatisfactory maintenance and ordnance practices, and accidents (333.5). The last also includes an investigation into a racial disturbance involving African-American personnel of the 3714th Quartermaster Truck Company, Camp Shelby, MS, October 1944.

**III.169 Records of the Inspector General, 1941-46** (2 ft.), arranged according to the War Department decimal scheme, provides additional data on routine inspections and investigations into readiness conditions of specific units. **Records of the Quartermaster, 1941-46** (9 ft.), also arranged according to the War Department decimal scheme, document the railroad movement of troops and equipment during Army maneuvers in 1941 and 1943-44. **General correspondence of the Signal Section, 1945-46** (7 ft.), arranged according to the War Department decimal scheme, includes documentation on the training and preparations for overseas movement of individual Signal Corps units (classification 353). Twenty-four small series pertain to specific headquarters and headquarters detachments employed in the organization and activation of units and other administrative tasks.

**III.170 Records of the Maneuver Director's Headquarters, 1943-44** (1 ft.), arranged by subject or by type of record, furnish additional documentation of the Second Army's

1943 maneuvers in Tennessee. Noteworthy is an extensive file on the Second Army Ranger School, with instruction schedules and illustrations relating to camouflage, infiltration and sniping, patrols and ambushes, the construction and passing of wire entanglements, stream crossings, and other specialized training characteristic of special forces.

**III.171** Additional records of the Second Army relating to maneuvers and mobilization during the 1939-42 period are located among the records of the Fifth and Sixth Corps Areas, RG 394, described in this chapter. Other Second Army records for this period, together with related records of the U.S. Fourth Army, which performed similar training missions in the western United States, are described with the remaining RG 338 records in chapter V.

### Corps

**III.172** Corps organizations represented combinations of two or more divisions with appropriate nonorganic combat and noncombat units to perform combat missions. The corps headquarters, unrelated to the Corps Areas of the prewar era, were activated in the United States and carried out training activities prior to their movement overseas. For nine corps headquarters, records pertinent to administrative and training activities in the U.S. are located in RG 338. As the records have not been systematically arranged or described, only general descriptions for each corps' holdings are provided.

**III.173** Records of Headquarters, VI Corps, consist of 1 ft. of transportation records, letter orders, vouchers, and travel requests, 1942-43. Headquarters, IX Corps records comprise approximately 46 ft. for the 1940-45 period, the largest collection for any corps. The records consist of general and special orders, training and maneuver memorandums and bulletins, and other issuances; the AG Section general correspondence file; and correspondence, reports, rosters, and issuances of the Headquarters Battery, IX Corps Artillery. Some of the docu-



mentation pertains to the corps' operations in the Philippines as part of the U.S. Eighth Army, 1945.

**III.174** Records of Headquarters, XI Corps, include reports and lists of captured Japanese equipment, 1945-46 (3 ft.), and correspondence, travel and special orders, letter orders, and court-martial orders, 1943-46 (5 ft.). Headquarters, XIII Corps records (4 ft.) consist of correspondence, special and travel orders, special court-martial records, surveys, vouchers, and requests, 1943-45. Headquarters, XVI Corps records (2 ft.) comprise letter orders, special court-martial records, and building receipts, 1944-45. For both of these corps, the documentation includes information from operations in the European theater.

**III.175** Records of Headquarters, XXI Corps include unit status reports, 1943-44 (2 ft.), special orders, 1944-45 (1 ft.), and special court-martial orders and records, 1941-45 (2 ft.). The records of Headquarters, XXII Corps (3 ft.), relate entirely to special courts-martial, 1944-45. Headquarters, XXXII Corps records (less than 1 ft.) relate to XXXII Corps Artillery, 1944-45, including general orders, memorandums, and general correspondence. For both the XXI and XXII Corps, documentation pertains to operations in the European theater. Records of Headquarters, XXXVI Corps (1 ft.), comprise general correspondence, general orders, and other issuances of the AG Section, 1944-45, and miscellaneous records of the Artillery Section, 1944-45.

#### Schools, Centers, and Boards

**III.176** RG 338 includes records of Army schools, training centers, and boards that complement the records located in RG 337, described in this chapter. Both record groups should be consulted in identifying records of these installations. The RG 338 records are arranged alphabetically by name of installation. Unless otherwise indicated, records for each installation are treated as distinct series; because

of the fragmentary nature of the records, only volumes and general descriptions are provided.

**III.177** **Records of Ft. Baker, CA, 1939-48** (8 ft.) comprise the research and development project files of the Seacoast Service Test Section of Army Field Forces Board No. 1, 1939-48. **Records of Camp Barkley, TX, 1941-44** (1 ft.) pertain to medical and Army Service Forces' training. **Records of Ft. Benjamin Harrison, IN, 1924-50** (9 ft.), document instruction and training at several Army Finance schools and an ASF training center.

**III.178** Records of Ft. Benning, GA, 1925-51, constitute several series. **Records of the Ft. Benning Infantry Center, 1925-51** (4 ft.), include the World War II Infantry School's general orders; the publication "Infantry School Quarterly," 1925-50; general orders of the school's motor pool, and training bulletins of the Infantry Replacement Training Center, 1942-43. **Records of the Ft. Benning Airborne School, 1942-46** (1 ft.), consist of general orders, 1942-46, and programs of instruction, February-July 1946.

**III.179** Records of Ft. Bliss, TX, 1939-50, consist of three series. **Post headquarters records, 1942-49** (1 ft.), comprise general orders, historical reports, and records of the Post Planning Board. **Records of the Antiaircraft Artillery Command, 1941-46** (19 ft.), include general orders, training directives and bulletins, and general correspondence of the command, in addition to general orders and correspondence of the Antiaircraft Artillery School, 1944-46, and research and development project records of the Antiaircraft Artillery Board, 1939-45. **Records of the Antiaircraft Artillery and Guided Missile Center, 1946-50** (7 ft.), mostly pertain to this postwar command but include some research and development project records from as early as 1943.

**III.180** **Records of Camp Carson, CO, 1942-50** (less than 1 ft.), include general orders and a diary for the camp, 1942-47, as well as some postwar general orders and histories of the Mountain and Winter Warfare School and Train-

ing Center, 1946-47. **Records of the Desert Training Center-Base General Depot, 1942-45** (1 ft.), consist of historical reports. **Records of Camp Edwards, MA, 1942-52** (2 ft.), include postwar reports and diaries of the camp; general orders and other issuances of the Engineer Amphibian Command, 1942-43; unit status sheets and a training diary of the Antiaircraft Artillery Training Center, 1942-44; and periodic reports of the general hospital, 1942-46.

**III.181** Records of Camp Hood, TX, include valuable documentation on AGF tank destroyer training. **Post headquarters records, 1942-45** (less than 1 ft.), comprise general orders and historical reports. **Records of the Tank Destroyer Center, 1941-46** (23 ft.), include the correspondence, training memorandums, and some minutes of meetings of the Tank Destroyer Board, 1941-45; lesson outlines, programs of instruction, and relevant military intelligence reports of the Tank Destroyer School, 1940-45; and histories, general orders, and other issuances of the Tank Destroyer Center, 1941-45. **Miscellaneous records of other organizations at Camp Hood, 1943-52** (1 ft.), are fragmentary records for wartime and postwar organizations.

**III.182** Records of Ft. Knox, KY, constitute the largest collection (113 ft.) of individual post records, most of which pertain to the Armored School located at Ft. Knox. **Post headquarters records, 1939-50** (2 ft.), consist of general orders, 1940-50, and research and development project files, 1939-40, of the Mechanized Cavalry Board. **Miscellaneous records of other organizations at Ft. Knox, 1947-50** (3 ft.), relate entirely to postwar facilities.

**III.183** The 108 feet of records of the Armored Center (known as the Armored Force from July 1940 to June 1943 and as the Armored Command from June 1943 to February 1944) constitute a major source of documentation on the development of armored warfare in the U.S. Army during World War II. Most significant are several series of the Armored Board, responsible

for the testing of tanks, antitank weapons, and equipment associated with armored units. The Board's **general correspondence, 1939-45** (26 ft.), arranged in two overlapping chronological subseries (1939-45 and 1940-43) and thereunder according to the War Department decimal scheme, documents such issues as relations with private American companies contracted as suppliers (classification 095); prewar maneuvers of the I Armored Corps, November 1941 (354.2); and a joint conference/demonstration of infantry-artillery-tank cooperation in attack, Ft. Benning, GA, 1944 (311). Classification 470.8 contains extensive data on tests and characteristics of American tanks, including a handbook on the M3 medium tank, February 1941, and the report of a ballistics test of the M4A2 medium tank, August 1943-June 1944.

**III.184** The Board's **formerly security-classified general correspondence, 1943-45** (3 ft.), arranged according to the War Department decimal scheme, documents discussions with British and Soviet armor authorities regarding problems and defects of American tanks and comparative performances of German, Soviet, and American tanks (classification 470.8/2). Classification 470.71 relates to characteristics of flamethrower tanks, including intelligence data on the German conversion of a Mark III for this purpose. The **research and development project files, 1939-45** (25 ft.), arranged numerically by project file number (1-720, with gaps), document tests of specific items of armored equipment (e.g., no. 5, tank helmets for crewmen; no. 127, combat tires for vehicles) or of specific vehicles (e.g., no. 58, mechanized flame thrower, April-September 1941; no. 367, airborne light tank T9E1, December 1942). File no. 708 concerns the "Sphinx" Project (weapons against Japanese field fortifications, June-September 1945). There are also 200 unarranged **photographs, 1942-43**, of Armored Center projects.

**III.185** The Center's **general records, 1940-48** (3 ft.), include formerly security-classified general correspondence, general orders, G-2



Section notes and G-3 Section correspondence. Other Armored Center records include **miscellaneous records of the Armored Medical Research Laboratory, 1942-45** (2 ft.), including general correspondence and research and development project files; **miscellaneous records of the Armored Replacement Training Center, 1943-50** (less than 1 ft.), including general orders and instructional schedules; **miscellaneous records of the Armored School Administration Branch, 1940-50** (16 ft.), including general orders, general correspondence, and armor research reports prepared by committees in the officers' advanced course; **Armored School training literature and publications, 1941-50** (16 ft.), including program instructions, course schedules and instruction programs for specific categories of personnel, and drafts of field manuals and training circulars; **miscellaneous records of Army Field Forces Board No. 2, 1946-50** (15 ft.), mostly comprising postwar general correspondence of the successor to the Armored Board; and **miscellaneous records of special troops, 1943-44** (1 ft.), consisting of training bulletins and memorandums.

**III.186 Records of Ft. Leonard Wood, MO, 1941-50** (5 ft.), mostly consist of histories and other documentation of the ASF Training Center located at the installation. In addition, records include general orders of the post headquarters and a historical report on the POW camp located at the post. **Records of Ft. Lewis, WA, 1941-50** (less than 1 ft.), include general orders of post headquarters and general orders of the various sections of the ASF Training Center located there, 1944-46.

**III.187** Records of Ft. Ord, CA, are most significant for a series of **records of the Landing Vehicle Board, 1944-45** (4 ft.), including research and development project records and some general correspondence. There are also **general orders of the post headquarters, 1940-50** (less than 1 ft.), and **miscellaneous records of the Amphibious Equipment Branch, 1945-**

**49** (1 ft.); the latter includes research and development project records, 1945-47.

**III.188 Records of Camp Planche, LA, 1942-46** (4 ft.), consist of intermixed records of the ASF Training Center located there and the New Orleans Staging Area. In addition to general orders, training memorandums, and other issuances for both commands, the records include correspondence and historical data on the Womens' Army Corps (WAC) Headquarters Detachment stationed in the area, 1944-46.

**III.189 Records of Ft. Riley, KS, 1940-50** (2 ft.), pertain mostly to the Cavalry Replacement Training Center there, 1941-45, including histories and general correspondence of the Center, cavalry mobilization training program records, and general orders of the First and Second Training Regiments. There are also scattered records of the Ground General School Center, 1946-49, and post headquarters general orders, 1941-46.

**III.190 Records of Ft. Totten, NY, 1940-50** (1 ft.), are most important for documentation of the Antiaircraft Artillery Command stationed there, 1942-44. Included are general orders, memorandums, training memorandums, and medical and engineer bulletins. **Records of Camp Tyson, TN, 1941-44** (1 ft.), include correspondence, research and development project reports, and subject files of the Barrage Balloon Training Center, 1941-44. **Records of the Coast Artillery School, Ft. Winfield Scott, CA, 1945** (less than 1 ft.), are fragmentary in nature.

#### RG 404 RECORDS OF THE U.S. MILITARY ACADEMY

**III.191** The United States Military Academy (USMA) at West Point, NY, came into existence as a result of successive legislation by Congress during the period 1794-1812. Since that time it has educated and prepared qualified cadets as professional Army officers. During World War II the USMA operated under the general policy and curriculum supervision of the

Organization and Training Division, G-3, of the War Department General Staff. After 1941 the Academy increased the size of its student body from 1,800 to 2,400 and shortened its course of instruction from four to three years. Aircraft pilot training was also introduced, and additional land acquired for training purposes. The Army also inaugurated a preparatory course for the Academy for qualified candidates in the Army Specialized Training Program. After the end of the war the Academy reverted to its four-year program.

**III.192** Then as now, the daily operation of the USMA was directed by a Superintendent, responsible directly to the Chief of Staff of the Army. The Dean of the Academic Board assisted the Superintendent in academic matters, and the Commandant of Cadets (who also served as head of the Department of Tactics) provided similar assistance in the military and tactical training of cadets. Also subordinate to the Superintendent was the Chief of Staff, responsible for logistical, fiscal, personnel, administrative, and physical maintenance and support of the Academy.

**III.193** Records of the U.S. Military Academy, RG 404, totalling 868 feet for the period 1802-1976, are housed in the U.S. Military Academy Archives at West Point. Records for the World War II period are generally integrated within more comprehensive subgroups and series of records. Detailed series descriptions of USMA records are provided in National Archives PI 185, *Preliminary Inventory of the Records of the United States Military Academy* (Washington, DC, 1976). Only selected series of wartime significance are described below.

**III.194** Among records of the **Office of the Superintendent**, the most significant materials consist of the prewar and wartime **annual reports, 1871-1975** (2 ft.). Normally prepared in June after each academic year, each annual report describes conditions regarding personnel, courses of study, the academic departments, expenditures, athletics, buildings and grounds, official visitors, and major events. Often appended are reports of such subordinate offices as the

Adjutant, Surgeon, Treasurer, Librarian, Quartermaster, Dean, and Commandant of Cadets.

**III.195** Records of the Office of the Dean of the Academic Board reflect the decisions and recommendations of its temporary and standing committees concerning courses, schedules of instruction, and changes in institutional facilities. The chronologically arranged **Academic Board proceedings (staff records), 1818-1968** (13 ft.) for the wartime years include minutes of Board meetings regarding admission policies and procedures, changes in textbooks and courses, examinations and order-of-merit standings of individual cadets, and other matters pertaining to the academic curriculum. The **minutes of meetings of the General Committee, 1922-53** (4 ft.), arranged chronologically, and the agenda of meetings of the General Committee, October 1938-January 1945 (1 in.), arranged by meeting number, document this standing committee's recommendations to the Academic Board on general administration, tactical instruction, and other nonacademic matters. **Records of the Lecture Committee, 1941-46** (4 in.), arranged chronologically by academic year, consist largely of correspondence concerning academic lectures and topics presented during the war years. **Records of the Admissions Committee, 1931-54** (4 in.), also arranged chronologically by academic year, include minutes of committee meetings, studies, and correspondence regarding admission policies, scholastic aptitude tests and entrance examinations, and the readmission of ex-cadets.

**III.196** Records of individual academic departments are not extensive for the World War II and immediate prewar period. For each department there is a collection of organizational history and program of instruction files, but with the exception of the departments of military art and engineering and of economics, government, and history, these relate to the postwar era. More relevant are cadet grade cards for each department, arranged chronologically by year of graduation and thereunder alphabetically by name of cadet, revealing daily recitation and



examination marks and cumulative averages for individual cadets.

**III.197** Records of the Department of Tactics relate to the military instruction and training, physical education, and disciplining of cadets. **General correspondence, 1917-58** (21 ft.), arranged according to the War Department decimal scheme, pertains to all these activities. **Department issuances, 1920-73** (21 ft.), arranged chronologically by year and thereunder by kind of issuance, include wartime operations orders for training trips, administrative and training memorandums, strength reports, and miscellaneous issuances at Pine Camp and Camp Popolopen. The **daily bulletin, 1920-73** (12 ft.), provided information of immediate or short-term interest to cadets and staff officers. **Registers of punishments administered by battalion and regimental boards, January 1933-January 1946** (4 in.), arranged chronologically, detail infractions committed by and disciplinary actions against individual cadets. **Training schedules, 1926-40** (3 ft.), arranged chronologically by year, thereunder by seasonal period of training, and thereunder by class and subject, document such tactical training exercises for cadets as weapons firing and marksmanship, infantry and artillery tactics and drills, the preparation and use of topographical maps, signal communications, and aviation training.

**III.198** Among records of subordinate Department offices, the **Office of Physical Education's historical files, 1942-58** (2 ft.), arranged chronologically, detail the Academy's physical training programs during the war. **Athletic training cards, 1925-46** (15 ft.), arranged chronologically by class and thereunder alphabetically by name of cadet, record the physical characteristics and athletic proficiency of individual cadets. Two periodicals of the Cadet Activities Division, **"Bugle Notes," 1907-75** (3 ft.), and **"The Pointer," 1923-75** (7 ft.), both arranged chronologically, were intended to foster corps spirit, disseminate news of athletic and social events, furnish general information

about the Academy, and provide a communications medium with the public.

**III.199** Administrative and personnel issues relating to West Point provide the focus of records of the Adjutant General Division. **General correspondence, 1917-58** (100 ft.), arranged according to the War Department decimal scheme, covers a wide range of policy and personnel matters, including changes in laws and policies or decisions affecting the Academy; entrance examinations; the academic curriculum; the honor system; resignations and discharges of cadets; cadet training; extracurricular and social events; and the status of buildings, grounds, and equipment. **Post issuances, 1905-74** (42 ft.), arranged chronologically and thereunder by issuance type, include printed copies of general, special, court-martial, letter, and movement orders relating to Academy personnel. The regulations governing the Academy and the military post of West Point are reproduced in bound **Regulations for the U.S. Military Academy (Academic Regulations), 1802-1971** (2 ft.), and **Post Regulations, 1888-1964** (1 ft.), respectively. Both series are chronologically arranged and include subject indexes. Information regarding military, social, athletic, and business activities of the USMA was regularly distributed through a **"Weekly Bulletin," August 1936-August 1938** (2 in.), and its successor, the **"Daily Bulletin," August 1938-December 1974** (8 ft.). Statistical returns on the numbers of personnel present and absent from post for each day are provided in the **consolidated morning reports, September 1871-February 1946** (9 ft.), and the **officers' morning reports, October 1942-December 1943** (2 in.), both of which are arranged chronologically.

**III.200** Personnel data concerning cadets is most readily found in **personal and school history sheets of cadet candidates, 1899-1947** (32 ft.), arranged chronologically by year of candidacy or nomination and thereunder alphabetically by name of candidate. These records consist of forms completed by cadet candidates relating to family and academic background;

forms completed for the 1942-47 period also include photographs. Additional data on family and academic backgrounds for individual cadets is provided in the **registers of cadet admissions (Cadets Admitted Book), 1800-1953** (1 ft.). Although the chronologically arranged **register of graduates, 1802-1962** (1 ft.), identifies each graduating cadet's class standing, the most complete information on each cadet's academic record is located among the **class graduation-standing cards (Form D), 1904-44** (10 ft.), arranged by class year and thereunder alphabetically by name of cadet. Photo albums of cadet classes are available in the **Communications-Electronics Division's new cadet identification photographs, Classes of 1937, 1938, 1940, and 1944-58** (3 ft.), arranged chronologically by class. Access to all personnel data for the World War II period, however, is governed by the general restrictions on records less than 75 years old containing personal information.

**III.201** Records of the Director of Admissions and Registrar provide additional information on the academic performance of cadets. **Reports of examinations of cadet candidates, 1901-70** (7 ft.), arranged chronologically by date of examination and thereunder by source or nature of appointment, furnish the results of entrance examinations given each year to cadet candidates. Name indexes (alphabetical lists) of candidates for each examination for the period 1905-68 are included. **Term-end and year-end academic reports, 1942-67** (21 ft.), arranged by class and thereunder by class year (first through fourth), detail subjects taken and grades earned by individual cadets by term (semester) and by academic year.

**III.202** Financial data on the operation of the USMA during World War II can be found among the Deputy Chief of Staff, Comptroller (formerly Academy Fiscal Office) **budget estimates** for fiscal years 1943-63, 1942-62 (4 ft.), arranged chronologically.

**III.203** The Board of Visitors, composed of U.S. Congressmen and other appointed civilians or retired military figures, regularly

visits the Academy every June to examine the progress and improvement of cadets. The Board's **annual reports, 1819-1975** (2 ft.), arranged chronologically, offer observations on the state of morale and discipline, the curriculum and instructional methods, and administrative and fiscal matters.

**III.204** In August 1933 USMA cadets began to receive instruction in Air Corps organization, equipment, and training. In October 1941 the War Department completed the acquisition of Stewart Field, some 10 miles northwest of West Point, for the establishment of a training airfield. The facility was designated the Army Air Forces Basic-Advanced Flying School in July 1942 and continued to provide flight training for cadets until June 1946, when it was discontinued. The **"History of the Army Air Forces Basic-Advanced Flying School, 1926-45," 1946** (1 ft.), constitutes a manuscript history of Stewart Field and its activities, accompanied by organizational charts, photographs, and orders and memorandums. The airfield's **daily information bulletin, August 1942-December 1947** (1 ft.), arranged chronologically, disseminated personnel announcements, special instructions, and general information and entertainment news to noncadet personnel stationed at Stewart Field.

**III.205** Of lesser significance are records of quasi-official Academy associations. The **Association of Graduates' annual reports, 1870-1941** (3 ft.), and the successor publication **"Assembly," April 1942-March 1976** (3 ft.), both of which are arranged chronologically, provide minutes of the annual business meeting of the association, information on graduation week and alumni activities, and necrologies of deceased graduates. Planning and announcements of alumni activities were furnished in the **"Reunion Bulletin," 1914-17 and 1923-48** (2 in.), arranged chronologically. Information concerning the intercollegiate athletic program at the Academy is located among the **annual and semiannual reports of the Army Athletic Association, 1903-10, 1914-17, 1919, and 1929-40** (1 ft.), and the **minutes of the meetings of**



**the Athletic Board, 1892-1941** (1 ft.), both of which are arranged chronologically.

#### Related Records

**III.206** Additional records directly related to the U.S. Military Academy during the World War II period are located among the records of the Adjutant General's Office, RG 407. In the **unclassified central decimal correspondence file, 1940-54**, the "project" files accompanying the **1940-45 subseries** contain over three feet of records concerning West Point (under "military posts and reservations"). Additional, smaller quantities of pertinent records are located in the **formerly confidential and secret decimal correspondence file, 1940-54**, particularly in the "project" files appended to the **1940-42** and **1943-45 subseries**. These RG 407 records are more fully described in chapters I and II.

**III.207** Additional information is also contained in the holdings of the USMA Library. Distinct from the records in the custody of the U.S. Military Academy Archives, the library's materials include textbooks used in the academic departments; records of books recommended for purchase, received, and loaned; correspondence of publishers, historians, and researchers; replies to inquiries; records of library expenditures; minutes of the Library Board; and the librarian's reports.

RG 319    **RECORDS OF THE ARMY  
STAFF**

#### Historical Materials

**III.208** Records of the Army Staff, RG 319, include historical materials concerning the wartime organization and activities of the Army Ground Forces. Generally collected, prepared, or inherited by the Office of the Chief of Military History (OCMH), these materials partially duplicate records found elsewhere among AGF files.

**III.209** Two volumes in the *U.S. Army in World War II* series pertain to AGF activities: *The Organization of Ground Combat Troops*, by Kent Roberts Greenfield, Robert R. Palmer, and Bell I. Wiley (Washington, DC, 1947), and *The Procurement and Training of Ground Combat Troops*, by Robert R. Palmer, Bell I. Wiley, and William R. Keast (Washington, DC, 1948). The background materials for these volumes (totaling 2 ft. of records) include draft and final manuscript copies, review comments by OCMH editorial boards, and notes prepared or collected in the preparation of the texts.

**III.210** In addition, there is a separate collection of **historical notes relating to the organization and operation of the Army Ground Forces, 1942-47** (8 ft.), arranged by subject. Apparently prepared or collected by the AGF Historical Section, the materials include draft histories and historical chronologies of Headquarters, Army Ground Forces; a four-volume manuscript history of the Tank Destroyer Center at Camp Hood, TX, December 1941-May 1945; original records of General Headquarters (GHQ) regarding U.S. Army maneuvers, September 1941, and a GHQ G-1 conference, December 1-6, 1941; speeches by AGF Commanding General Lesley B. McNair; and interviews with officers regarding the activities of the Desert Training Center, CA, 1944 (folder "Interviews and Material").

RG 160    **RECORDS OF HEADQUARTERS  
ARMY SERVICE FORCES**

#### Office of the Director of Military Training

**III.211** The Office of the Director of Military Training (ODMT) was established in May 1943 to supervise the military training programs of Headquarters, Army Service Forces. The ODMT inherited these responsibilities from the Organization and Training Division (G-3), War Department General Staff, and the Training Division, Headquarters, Services of Supply. The ODMT assumed primary responsi-

bility for the recruiting, training, and organizing of noncombat troops for overseas duty, and the basic training of combat troops destined for later training with the Army Ground Forces.

**III.212** The Office and its predecessors formulated training policies and doctrines, reviewed field and technical manuals and other training aids, supervised the preinduction training of civilians, prescribed courses of study used in Reserve Officer Training Corps classes at colleges and universities, directed the schools and training centers of the Army Service Forces, and allocated training ammunition for the use of Army commands in the United States. ODMT also supervised the Army Specialized Training Program (analogous to the Navy's V-12 Program) which worked closely with colleges and universities to recruit college students and allow them to complete academic studies useful to the Army (e.g., engineering, medicine) before induction. Participation in the program attained its peak in 1943, but manpower requirements reduced the program's significance in 1944-45.

**III.213** Between May 1943 and August 1944 the Office's work was performed by two major components, the Military Training Division and the Army Specialized Training Division. Thereafter ODMT's functions were divided among the Training Requirements Division, the Troop Training Division, and the School Division. In June 1946, ODMT was discontinued and its functions transferred to the Organization and Training Division, General Staff, and to the Administrative Services and Technical Services.

**III.214** The records of the Office of the Director of Military Training, located among the Records of Headquarters, Army Service Forces, RG 160, extend over 200 feet, arranged in 13 series.

**III.215** The most significant ODMT material is found in **formerly security-classified correspondence, 1942-46** (190 ft.), arranged according to the War Department decimal scheme. Considerable data regarding the enrollment and participation of individuals within the Army Specialized Training Program (ASTP) is

located in classifications 095, 210.31, and 220.3 through 220.7. Classification 300.7 is the largest entry in the series with proposals for new technical and field manuals and recommended revisions in existing publications for training; additional training publications are documented in classification 461. Historical data and studies on the ODMT's activities in general, and the ASTP in particular, are located in classification 314.7. Data regarding courses of instruction, including military instruction for officers (e.g., General Staff School, Officer Candidate School) and specialized instruction at colleges and universities under ASTP, is located in classifications 352 through 352.11 and 353.91. Classification 413.53 details the use of motion pictures as training aids.

**III.216** Classification 319.1 consists of a diverse collection of reports on several topics, arranged chronologically. Included are statistical reports on the training of noncombat troops and enrollment in ASTP; observations on combat experiences ("lessons learned") in operations against German and Japanese forces, including operational and technical intelligence on German and Japanese weapons, tactics, and equipment; interviews and reports regarding the combat performance and requirements of overseas technical service units (e.g., medical, ordnance, signal); and reports of racial tension in the United States.

**III.217** Additional information regarding the military training and instruction of African-Americans and the wartime racial situation in the United States can be found in classification 291.2. Equivalent data on the training and instruction of members of the Women's Army Corps is located in classification 290.

**III.218** **Correspondence relating to the Army Specialized Training Program, 1942-46** (12 ft.), is also arranged according to the War Department decimal scheme. This series details the administration of ASTP, including inspection reports of ASTP units and facilities at various colleges and universities (classification 333.9), information on courses of instruction offered in



different academic disciplines (350), and summary data on the program's results in general and in specific fields (353.9). The last classification also includes material regarding the participation of African-Americans in the program (file 353.9 Negro).

**III.219 Formerly security-classified histories, reports, and studies relating to the Army Specialized Training Program ("Historical File"), 1942-45** (2 ft.), arranged by subject, include a multivolume draft history of ASTP, studies of specific ASTP aspects, and correspondence received from college and university presidents. **Correspondence, histories, reports, and studies relating to the training of the Women's Army Corps ("Historical File"), 1942-45** (3 ft.), arranged by subject, comprise reports, charts, and tables on the training and instruction of WAC personnel, accompanied by histories of WAC training centers and officer candidate schools.

**III.220** The Army Specialized Training Program is also the subject of records of pertinent ODMT subordinate offices. Four series (totaling less than 3 ft.) of Army Specialized Training Division records include policy directives, circulars, regulations, and correspondence from the 1942-44 period, together with a draft history of ASTP written in 1944. Two additional series of records (totaling 1 ft.) of the School Division consist of letters received from colleges and universities regarding the program, and questionnaires on the administration of ASTP prepared by the numbered service commands within the Army Service Forces, both for the 1943-45 period.

**III.221** Records of ODMT's Training Requirements Division include **formerly security-classified histories of military training in the service commands, 1939-45** (3 ft.), arranged numerically by service command (Nos. 1-9), followed by the Military District of Washington, and thereunder chronologically. For each service command, a manuscript history accompanied by organizational charts, statistical tables, and key directives and other documents summa-

rizes military training activities in the command's area during the war. Other series of Division records (totaling 1 ft.) consist of a history of the Training Doctrine Branch, March 1942-December 1944; a history of the Machine Training School of the Adjutant General's Office, 1945; and letters received by the American Council on Education, November-December 1943, largely pertaining to the Navy V-12 Program.

**III.222** Additional records pertaining to ODMT and its activities are located elsewhere among the records of Headquarters, Army Service Forces, particularly among those of the Control Division, described in chapter VI.

### The Officer Procurement Service

**III.223** The Officer Procurement Service succeeded the Army Specialist Corps (whose records, located in RG 107, are described in chapter II) in November 1942 in the procurement of qualified officers from civilian life for War Department service. Established as a staff division under the Chief of Administration Services, Services of Supply (after March 1943, Army Service Forces), the Officer Procurement Service unified and centralized the program for obtaining officers with special skills needed by Army agencies. Although it did not appoint officers, the Service coordinated requests for officers, examined the qualifications of potential officers, advised the Army regarding reclassification of officers and selected enlisted men, and assembled general information concerning officer needs and utilization in the Army.

**III.224** At the height of its activities the Officer Procurement Service operated 37 district offices scattered throughout the ASF service commands in the United States. In June 1945 the Service was discontinued and its remaining functions were transferred to the ASF Military Personnel Division.

**III.225** The records of the Service are described below. Incorporated within these are many investigative files and other materials of a

privileged nature. Researchers should consult the custodial unit for information regarding access to and use of these categories of records.

**III.226 General correspondence, 1942-45** (4 ft.), arranged according to the War Department decimal scheme, includes numerous background investigations into the character and loyalty of individuals considered for appointment as officers (classification 201). Classification 210.1 documents policy guidelines in recommending individuals for appointment as well as specific recommendations for individuals in specific fields, particularly physicians. Much useful data is located in classification 319.1, including weekly operations reports for the Service, November 1942-July 1945; reports on the processing of appointments of physicians, dentists, and veterinarians, April 1943-December 1944; and a copy of the annual report of the Service for 1945. Rosters of officers serving with the Officer Procurement Service are provided in classification 330.3.

**III.227 Formerly security-classified correspondence, 1942-45** (2 ft.), also arranged according to the War Department decimal scheme, contains a lesser quantity of similar material. Classification 319.1 includes numerous surveys of officer assignments to technical services under the program, annotated with comments about work performance or suitability of individuals. The same classification also contains a study of the attitudes of civilian employees of the Officer Procurement Service, December 1943.

**III.228** There is also a bound **history of officer procurement during World War II**, dated **April 1945** (1 ft.), arranged in five volumes. The bulk of the history consists of documentary appendixes to the narrative history, providing key individual directives, samples of forms, statistical summaries, administrative and policy memorandums, and operating instructions and procedures. A listing of the contents appears at the beginning of each appendix.

**III.229** Additional records concerning the Officer Procurement Service and its activities are

located elsewhere among records of Headquarters, Army Service Forces, particularly among those of the Military Personnel Division, described below, and those of the Control Division, described in chapter VI. The records of its predecessor, the Army Specialist Corps, are located among Records of the Secretary of War, RG 107, described in chapter II.

### Military Personnel Division

**III.230** The Military Personnel Division within ASF's Office of the Director of Personnel was responsible for formulating plans and policies relating to all ASF military personnel and, in certain respects, to all Army military personnel. These functions included the determination of manpower requirements, the development of personnel procurement programs, the preparation for induction and classification systems for new personnel, the development of replacement and reassignment systems, and general planning for discharge policies and procedures.

**III.231** The division's **general correspondence, 1942-46** (77 ft.), is organized into two subseries, a general file (28 ft.) and a project file of the Officer Procurement Service (49 ft.), each of which is thereunder arranged according to the War Department decimal scheme. Both subseries focus on the appointment and assignment of officers with particular qualifications to perform required logistical functions (file classifications 210.1 through 210.48); these include policy statements, assessments of specific needs for officers, statistics regarding appointments, and some information regarding individuals appointed as officers. Additional information is provided regarding officer training (352), enrollment in Officer Candidate Schools (classification 319.1 OCS and 352 OCS), and participation in Reserve Officer Training Corps programs (326.2 ROTC). Correspondence and minutes of selected meetings of the Joint Army-Navy Personnel Board, 1942-46, can be found in classification 334. The project file subseries is apparently the principal correspondence file for



Service, whose other records are described in this section.

**III.232** Other files in the series document the overall strength and personnel distribution within ASF (classification 320.2 Army Service Forces); the organization, recruitment, and training of WAC personnel (classifications 320.2 WAC through 322.5 WAC); the employment of German and Italian POWs in the U.S. and provisions for the treatment, pay, and discharge of repatriated American POWs (383.6); and the wearing of uniforms and insignia (421).

**III.233** Three series of formerly classified correspondence supplement the general correspondence. **Formerly restricted correspondence, 1942-46** (16 ft.), is arranged in two subseries according to the War Department decimal scheme, 000.-291.2 and 000.-800. Larger files are divided into numerical sections; e.g., file 383.6-84 documents policies and procedures regarding the repatriation and recovery of former American POWs, including some names of various British, Dutch, and Canadian personnel recovered from Japanese captivity, September-October 1945. **Formerly confidential through secret correspondence, 1942-46** (14 ft.), is arranged according to the War Department decimal scheme. Both series emphasize the same subject matter, under the same decimal classifications, as that found in the general correspondence, except for information concerning uniforms and insignia (unique to the general correspondence).

**III.234** Two exceptions are: (1) information regarding demobilization planning and procedures, 1944-45 (classification 370.1), and (2) the nature of material classified under decimal 319.1, Reports. In the formerly restricted correspondence, file 319.1-43 includes technical intelligence reports received from overseas field commands regarding the combat performance of weapons and equipment, recommended changes in the organization of technical service and support units, the role of WAC and nurse units in combat theaters, and related topics. Classification 319.1 in the confidential through secret

correspondence includes extensive data regarding battle casualties suffered by various Army commands in all theaters of operations, January 1944-August 1945.

**III.235 Formerly top secret correspondence, 1942-46** (2 ft.), arranged in two chronological subseries (August 1942-May 1944 and June 1944-May 1946) and thereunder according to the War Department decimal scheme, consists only of information concerning the assignment and transfer of officers and enlisted men (classifications 210.3 and 220.3, respectively) and the movement of troops (370.5).

**III.236** Closely related are two series of formerly classified "project" (subject) correspondence files. **Formerly confidential through secret correspondence ("project files"), 1942-46** (15 ft.), arranged by geographic designation or by subject and thereunder according to the War Department decimal scheme, principally concerns the assignment or allocation of personnel to specific commands (e.g., Alaska, Hawaii, Panama, Caribbean Defense Command, Greenland Base Command); general theaters (e.g., European theater of operations, Mediterranean theater of operations, India-Burma-China, Pacific Ocean Areas, Southwest Pacific Area); or specialized types of units (e.g., U.S. Army Air Forces in the Middle East, Women's Army Corps). Generally filed under classification 200.3, the information pertains to aggregate numbers rather than to individuals. The similarly arranged **formerly top secret correspondence ("project files"), 1942-46** (2 ft.), includes allocation and assignment data for smaller commands, sometimes extending to the names of individuals assigned (e.g., the assignment of personnel to the U.S. Military Mission to the USSR, filed under "Russia").

**III.237** Additional documentation of the Officer Procurement Service can be found in **correspondence relating to service commands, defense commands, and ports of embarkation, 1942-46** (5 ft.), arranged according to the War Department decimal scheme under these three groupings. As most of the series concerns the

requirements and assignment of technical service officers (e.g., medical, signals) to these commands, most material is filed under classifications 210.3 and 320.2.

**III.238** A useful summary of the Military Personnel Division's activities is provided by the **history of the procurement, distribution, and separation of military personnel, 1939-45** (1 ft.), arranged by these three subjects and thereunder by volume number. For each of these subjects, the first volume(s) provides a narrative summary of activities, with one or more accompanying volumes of pertinent documents, statistical tables, organizational charts, and maps.

**III.239** More detailed data can be found in machine-generated **formerly security-classified tabulations pertaining to the strength of the Army, the number of military personnel on duty in Washington, DC, and the number and strength of ASF units, 1942-46** (1 ft.), arranged by subject and thereunder chronologically.

**III.240** Finally, two series document the division's management of Army Ground and Service Forces Redistribution Stations, which involved the processing of individual personnel from overseas for reassignment through specific centers, usually in the form of leased resort facilities. The collection of **reports, studies, site surveys, and other records of the coordination for redistribution stations relating to the establishment and operation of redistribution stations, 1944-45** (3 ft.), arranged by subject or geographic location, includes pertinent regulations and directives, surveys of hotels and country clubs, summaries of activities at redistribution centers, statistical data on personnel processed, and a historical report on the overall operation of the stations, May 1944-October 1945. **General correspondence of the Coordinator for Redistribution Stations, 1944-45** (2 ft.), arranged according to a subject-numeric classification scheme, complements the former series with information (including photographs) of similar facilities operated independently by the Army Air Forces for its personnel (file A1), reports of visits to potential facilities (files B4

through B12), and contracts for leased facilities (D6).

RG 80 GENERAL RECORDS OF THE  
DEPARTMENT OF THE NAVY,  
1798-1947

Navy Manpower Survey Board

**III.241** The General Records of the Department of the Navy include the records of the Navy Manpower Survey Board (NMSB), established November 12, 1943, to survey all naval shore stations to assess the Navy's efficiency in utilizing manpower. With Vice Adm. Adolphus Andrews serving as the Senior Member, the Board established a District Committee for each Naval District to review the numbers of Navy, Marine Corps, Coast Guard, and civilian personnel stationed at all the District's shore establishments. The surveys were carried out by Survey Groups, each of which visited an assigned number of establishments and reported back to the District Committee. The work of the Board was completed June 30, 1944. The Board served as a counterpart to, and exchanged information with, the War Department Manpower Board, discussed in this chapter.

**III.242** Roughly 116 feet of records of the Board are located in RG 80, organized into 10 series. **Minutes, November 1943-June 1944** (less than 1 ft.), arranged chronologically, detail the meetings of the Board. Included with the minutes is a copy of the "Historical Report" of the Board, summarizing its activities and including key directives and documents. Multiple copies of the **final report to the Secretary of the Navy, June 28, 1944** (1 ft.), present the Board's findings and recommendations on the elimination and retention of establishment staffs; the report consists of two parts, the first a textual summary and the second a collection of statistical tables detailing the Board's recommendations.

**III.243** The majority of the Board's records are **reports from shore establishments,**



**December 1943-May 1944** (93 ft.), arranged by serial number (1-2587) in the order in which they were received by the Board. A folder for each serial number contains personnel survey forms from an installation or unit, indicating the numbers of officers, enlisted men, and civilians "on board," the numbers of the same categories recommended for retention by the District Survey Group and Survey Committee, the final recommendation by the Board, and a numerical summary of the recommended increase or decrease in each category. Some folders also include correspondence exchanged between the Board and the station surveyed. The units surveyed extend to such commands as the public relations sections of district Coast Guard headquarters and Bureau of Aeronautics representatives with private aircraft firms.

**III.244** The index to reports from shore establishments, **December 1943-May 1944** (4 ft.), facilitates the use of the above series. These card indexes are arranged numerically by naval district number (1-15) and thereunder alphabetically by type of establishment, unit, or activity; appended to the naval district indexes are separate indexes for naval recruiting and procurement offices and for universities and colleges participating in the education and training of U.S. Navy officers (the "V-12 Program"). Each card not only identifies a specific station or unit and its corresponding serial report number, but records the recommended statistical changes and strength of the unit.

**III.245** Correspondence of members of the Board, **December 1943-June 1944** (5 ft.), is arranged in four subseries, by names of members, by Navy Department bureaus, by naval districts, and by general subjects. The last subseries provides a listing of the serial numbers and titles of the reports from shore establishments (file "Log of NMSB Reports") and a collection of annotated maps illustrating the Board's recommendations for specific stations (file "Charts"). Vice Admiral Andrews' outgoing correspondence has been segregated as **letters sent by the Senior Member, December 1943-**

**June 1944** (2 ft.), arranged alphabetically by subject or by correspondent; the majority of this correspondence concerns the naval districts, but included is significant documentation of the Board's relations with the War Department Manpower Board.

**III.246** Replies to a questionnaire dated **December 3, 1943** (3 ft.), arranged by naval district, consist of specific stations' and units' responses concerning surplus naval officers in their complements. The **index to replies to questionnaire, December 1943** (2 ft.), arranged by naval district and thereunder alphabetically by name of city, provides both an index to specific stations and units and the summary results of the questionnaire for each establishment.

**III.247** Machine-generated tabulations of personnel strengths and recommended decreases are located in **statistical data, December 1943-June 1944** (5 ft.), and **summary sheets of personnel lists, undated** (1 ft.). Neither of these series is arranged.

#### Special Assistants to the Assistant Secretary of the Navy

**III.248** Two special assistants aided the Assistant Secretary of the Navy in the area of manpower utilization. The records of Special Assistant Joseph W. Barker consist of **correspondence and agendas of meetings of the War Manpower Commission, March 1942-April 1943** (less than 1 ft.). A very small number of records of Special Assistant Anthony L. Michel pertain to the draft deferment status of civilian government employees of the Navy Department, 1943.

#### RG 405 RECORDS OF THE UNITED STATES NAVAL ACADEMY

**III.249** The United States Naval Academy was established in 1845 at Annapolis, MD, to train midshipmen in the professional skills of the Navy and to commission them as ensigns upon graduation. During the prewar and World War

II periods the Academy was jointly administered through the Bureau of Navigation (redesignated the Bureau of Naval Personnel in May 1942) and as a flag command through the Severn River Naval Command, responsible directly to the Chief of Naval Operations. Responsible for the general management of the Academy was the Superintendent, appointed by the Secretary of the Navy; for most of the war (January 1942-August 1945) Rear Adm. John R. Beardall occupied this post. Subordinate to the Superintendent were the offices of Commandant of Midshipmen, the Academic Board, and the Board of Visitors.

**III.250** During the war over 3,000 naval reservists were admitted to the Academy for training in order to increase the availability of fleet line officers, and the four-year course of instruction was accelerated to three years.

**III.251** Accessioned World War II records allocated to RG 405, Records of the U.S. Naval Academy, are located in the United States Naval Academy Archives at Annapolis.

**III.252** Among the records of the Office of the Superintendent, the most pertinent is the **general correspondence** ("Superintendent's subjective files"), **November 1927-December 1959** (101 ft.), arranged alphabetically by subject and thereunder chronologically in 11 major groups: Administration; general records of the Superintendent; Commandant of Midshipmen; midshipmen; education and training; athletics; support facilities; buildings, grounds, and athletic facilities; museums/memorials and exhibits; special occasions; and Academy Alumni Association. Records filed in the "administration" category document activities of inspection and investigative boards and the Board of Visitors and furnish data on civilian faculty employed at the Academy. The "Superintendent's general records" include his annual report and correspondence on the establishment of the Postgraduate School at the Academy; "Commandant of Midshipmen" records detail medical data and physical training information concerning midshipmen.

**III.253** "Midshipmen" records generally relate to social activities and organizations at the Academy, but include data concerning aptitude for the service, aviation training, and financial aspects. "Support facilities" records provide information on the operations of the Naval Air Facility, Naval Station, and the U.S. Naval Engineering Experiment Station at Annapolis. Graduation ("June Week") and other ceremonial activities are documented in the records of "special occasions."

**III.254** Several series of issuances of the Office of the Superintendent concern policies, procedures, and announcements at the Academy. **Naval Academy orders, 1911-38**, and the succeeding **Naval Academy standing orders, 1939-53**, each of which is arranged chronologically and thereunder numerically by issuance, total less than 1 foot but include directives intended as Academy regulations. The similarly arranged **Naval Academy special orders, 1923-75** (2 ft.), deal with such subjects as awards, competitions, resignations, deaths, punishments, and leave. **USNA notices, 1928-71** (3 ft.), arranged chronologically, concern less significant announcements of lectures, movies, chapel services, and athletic events.

**III.255** The published **regulations of the U.S. Naval Academy, 1847-1981** (3 ft.), arranged chronologically, detail the rules and guidelines governing both the Academy and the Brigade of Midshipmen. Separate **admission regulations and examinations, 1879-1965** (less than 1 ft.), prescribe procedures and requirements for admission to the Academy. Much of the most important data concerning the academic curriculum, courses of instruction, faculty rosters, practice cruises, and prizes and awards is summarized in the following chronologically arranged publications: **Annual Register of the United States Naval Academy, 1858-1981** (4 ft.); **United States Naval Academy Catalog, 1926-83** (2 ft.); and the **Catalogue of United States Naval Postgraduate School, 1915-51** (1 ft.). Information on the faculty is found in two



of the five series of **publications relating to faculty and staff, 1916-78** (less than 1 ft.), specifically the directory of faculty and staff, 1916-41, and the policy pamphlet, 1936-67, regarding pay, promotion, tenure, and sabbatical leave.

**III.256** A subgroup of records relates to the Naval Reserve Midshipmen's School, which provided 12 groups of naval reservists roughly four months' training each as midshipmen between February 1941 and April 1945. Except for the first group, reservists received training only in engineering duties. Many reservists had previously completed instruction and training at colleges and universities as part of the V-12 program, designed to safeguard civilian educational needs while assuring the Navy a supply of potential officers. The reserve midshipmen composed the "Reserve Battalion" at the Academy. The School also maintained records of training offered at the Academy to classes of the Reserve Officers' Training Schools and of V-5 instructors' classes.

**III.257 General correspondence, 1941-45** (6 ft.), relating to these activities is arranged in two subseries. The first (roughly for the 1941-43 period) is arranged alphabetically by subject, and the second (generally for the 1944-45 period) according to the *NFM* system. The correspondence covers numerous aspects of the organization and general functions of the Naval Reserve Midshipmen's School, including instructional materials. In addition, the records include notices and orders issued to the "Reserve Battalion" and to officers and instructors at the school, and correspondence concerning the two Reserve Officers' Training Schools and V-5 instructors' classes.

**III.258** The reservists' **appointment and health records, February 1941-August 1945** (27 ft.), are arranged by group or class and thereunder alphabetically by initial letter of surname. Records for reservists in the first class to attend the First Reserve Officers' Training School are filed after those for the other members of the first class. Included are orders direct-

ing individual reservists to report to the Academy, personal history data sheets, requests for assignment of quarters, appointment or commissioning papers, and reports of physical examinations. Some files also include transcripts of grades received at the midshipmen's school, letters of inquiry from local draft boards, and reports of delinquency.

**III.259** Supplementing this series are **appointment and health records of naval reserve officers assigned to the Second Naval Reserve Officers' Training School, July 1941** (less than 1 ft.), arranged alphabetically by initial letter of surname. These comprise the same materials (orders directing officers to report to the Academy, physical examination reports, requests for quarters) as noted for the other groups and classes.

**III.260 Memorandums, press releases, programs for commissioning exercises, and other miscellaneous papers, 1941-45** (1 ft.), arranged by group or class, also include lists of graduates, sample academic and health record cards used for each reserve group, orders outlining drills and recitations, and deficiency lists.

**III.261 Personal history, conduct, and aptitude records of the 12th Group of Reserve Midshipmen, May-August 1945** (3 ft.), arranged by designation of company (Company A, for midshipmen with surnames beginning with letters A-K; Company B, for those with surnames beginning with L-Z) and thereunder alphabetically, consist of card folders with data for members of the cited reserve group at the Academy. Card folders include checklist evaluations of appearance, bearing, manners, personality, and attitude of each midshipman as completed by an interviewing officer at the Academy, as well as "estimate of aptitude" cards prepared by Academy officers for each reserve midshipman in this group. Also entered on the card folders were the marks received during the indoctrination period and first and second terms of the training course in electrical engineering, marine engineering, and ordnance. Front and side-view photographs are attached to each folder.

**III.262** Among records of the Commandant of Midshipmen or Cadets are **materials and publications used in lectures on naval customs and traditions during summer practice cruises, 1940** (less than 1 ft.), arranged by naval practice ship (USS Arkansas, USS Texas, and USS New York) and thereunder by type of document. The publications concern U.S. flags and naval customs; subjects of the lectures include seagoing language, the shore establishment, the sea establishment and personnel, shipboard organization, etiquette of salutes and of the flag, and the rendering of honors.

**III.263** Additional records include **journals of the Academic Board ("Minutes of the Academic Board," "Academic Journals"), 1854-1942** (7 ft.), arranged chronologically. In addition to minutes of meetings of the Board concerning the academic curriculum, these records include reports of results of entrance, annual, and semiannual examinations; merit and deficiency lists; reports of relative standing; instruction schedules; and reports, charts, and other materials relating to the course of study at the Academy. The series includes indexes for the 1891-1942 period, most by name and subject.

#### Related Records

**III.264** In contrast to the records of the U.S. Military Academy, personnel data for Annapolis midshipmen for the World War II period has not yet been accessioned into RG 405. These remain in the active files of the Academy. Personal papers, photographs, and other donated materials of interest are maintained by both the Naval Academy Museum and the Nimitz Library at the Academy; oral histories have been collected by the United States Naval Institute, also located at the Academy.

**III.265** Related records for the World War II period are located among the Records of the Bureau of Naval Personnel, RG 24, and the General Records of the Department of the Navy, RG 80, descriptions of which are provided in chapters II and IX, respectively.

#### Naval War College

**III.266** The Naval War College, established in 1884 at Newport, RI, provided selected naval officers advanced instruction in naval and military warfare and in international law and history. Administered by the Bureau of Navigation (redesignated the Bureau of Naval Personnel in 1942), the College suspended its normal 11-month period of instruction during World War II but continued a 6-month curriculum of command courses for regular Navy officers and preparatory staff courses for Reserve officers.

**III.267** Wartime records of the Naval War College have not been accessioned by NARA, but are part of the Naval War College Naval Historical Collection, maintained at the Naval War College, Newport, RI. The historical materials within this collection date back to the College's founding, and include the archives of the College, papers of U.S. Navy officers and others relevant to the College or to naval history, and a collection of oral histories dealing generally with college history and naval warfare.

**III.268** The College archives are arranged in record groups and provide documentation of the College curriculum and courses of instruction, faculty presentations, student theses, staff studies, and library records. Some records of the U.S. Naval Base and the U.S. Naval Station at Newport are also included. The manuscript collections include the papers of Admiral Raymond A. Spruance, Commander of the U.S. Fifth Fleet during World War II. Oral histories include interviews conducted by Comdr. Robert H. Warren with survivors of the Philippines Campaign, 1941-42.

#### RG 181 RECORDS OF NAVAL DISTRICTS AND SHORE ESTABLISHMENTS

**III.269** Primary responsibility for the training of U.S. Navy personnel during World War II rested with the Bureau of Naval Person-



nel, RG 24, whose records are described in chapter II. The Records of Naval Districts and Shore Establishments, RG 181, however, include records of naval training stations and schools involved in the training of naval personnel. These records are in the custody of appropriate regional archives branches of the National Archives. The extent and arrangement of these records varies significantly according to regional practice and subsequent disposition by the Navy. Records series representative of these holdings are described below; more detailed finding aids are available in the respective regional archives branches.

**III.270** Wartime records of the Newport Naval Training Station, RI, are held by the National Archives-New England Region (Waltham, MA). **General correspondence ("station files"), 1912-52** (4 ft.), is arranged in two chronological subseries (1912-49 and 1952) and thereunder according to the *NFM*. Included are correspondence and other documentation of the curriculums of various naval schools and a manuscript history of service schools at the Naval Training Station, 1942-44. A list of folder titles in the series has been prepared by the regional archives staff.

**III.271 Precommissioning training files, 1944-46** (4 ft.), arranged alphabetically by name of vessel (USS *Acontius*-USS *Valeria*), relate to training given to each ship's crew prior to assignment to the newly commissioned vessel. Included are evaluation, inspection, and progress reports that rate the crew's performance or readiness in such areas as organization, navigation, engineering, gunnery, and damage control. There are also movement and operation orders; lists of prospective officers and crewmen; requests for instructional booklets; and correspondence concerning the transfer, pay, and assignment of personnel, and the commissioning and "shakedown" (trial) cruises of new vessels.

**III.272 A microcopy of selected historical records, 1913-48**, reproduced as National Archives microcopy T1017 (1 roll), includes documents, maps, photographs, and organiza-

tional charts relating to the history of naval affairs in general and of activities in the station or Newport area in particular. Included are copies or extracts from such periodicals as the "Newport Recruit," "Scuttlebutt," "Newport Navallog," and local newspapers that may relate to training activities.

**III.273** The New England Region also includes World War II records of the First Naval District (Boston, MA). **"Administrative History of the First Naval District in World War II"** (less than 1 ft.), prepared by the District Historical Officer in 1946, includes sections on naval personnel administration and training schools. The Director of Naval Officer Procurement's **investigative files of candidates, 1941-43** (1 ft.), arranged alphabetically by candidate surname, contain background data on individuals applying for commissions in the naval reserve. Most significant is the Director of Training's **general correspondence, 1942-49** (4 ft.), arranged by year and thereunder according to the *NFM*. This material includes information on the establishment and functioning of Navy schools, including those operating on college campuses in the New England area under the V-12 Program; activities of the district training office; training policies, curriculums, schedules, and facilities; use of film and other training aids; Naval Reserve Officers' Training programs; rosters of instructors and students; reports of training accomplished; and requests for supplies and equipment.

**III.274** The National Archives-Mid Atlantic Region (Philadelphia, PA) includes wartime records of the Fifth Naval District (Norfolk, VA). These make up a single series of **general correspondence, 1926-43** (194 ft.), divided into two chronological subseries (1926-40 and 1941-43) and thereunder arranged according to the *NFM*. Information concerning the Norfolk Naval Training Station may be found under classifications NM, P11, and P14.

**III.275** Records of the Office of the Commandant, Great Lakes Naval Training Station, are available in the National Archives-

Great Lakes Region (Chicago, IL), but these are primarily for the period 1914-39, with some material dated as late as 1941. The regional archives also holds **correspondence relating to training schools-Northwestern University, Indoctrination School-Officers, 1941-45**, arranged according to the *NFM*. This correspondence documents the education and training of Naval Reserve midshipmen at Northwestern.

**III.276** Records of wartime training activities within the Twelfth Naval District (San Francisco, CA) and the Fourteenth Naval District (Pearl Harbor, HI) are held by the National Archives-Pacific Sierra Region (San Bruno, CA). For both districts, records of the Commandant's Office and the Staff Headquarters are chronologically complete for the World War II period and are arranged according to the *NFM*; pertinent documentation can be found under classifications P11 and P14.

#### Related Records

**III.277** Additional documentation of naval shore facilities and installations are described

with the majority of RG 181 record descriptions in chapter V. Extensive documentation of Navy recruitment and training is located among the Records of the Bureau of Naval Personnel, RG 24, described in chapter II. Within the **1941-45** subseries of its **general correspondence** are nearly 100 feet of records regarding naval schools, including colleges and universities participating in the V-12 Program (classification NC), with additional data regarding recruiting stations (classification NL), naval training stations (NM1 through NM5), instruction provided to personnel (P11-1), recruiting and enlistment (P14-4), and conscription (P14-6). The majority of these records concern administrative aspects of these subjects.

**III.278** Additional Navy records from the World War II period are now being accessioned by the NARA. These may include records that further document mobilization and training of personnel. Related records held by private repositories include numerous posters used by the U.S. Navy in its training activities, 1942-45, now in the Hoover Institution on War, Revolution and Peace, Stanford, CA.





# APPENDIX A: EXPLANATION OF WAR AND NAVY DEPARTMENT FILING SYSTEMS

Recordkeeping by the American military and naval bureaucracy during World War II reflected a variety of practices, but throughout this period the War Department and the Navy each employed one major organizational scheme in the maintenance of records. The War Department (including the Army Air Forces) followed a decimal classification scheme; the Navy utilized a complex alpha-numeric classification system, known as the *Navy Filing Manual* after the publication that explained it. Although both systems were in use prior to the outbreak of war, the massive expansion of records and recordkeeping that accompanied wartime activities led to inconsistencies and variations in practice. The following explanations describe these classification systems in theory and practice.

## The War Department Decimal Filing Scheme

The War Department's adoption of a decimal classification system (or scheme) dates to the recommendations of the President's Commission on Economy and Efficiency, established by President William H. Taft in 1910. Despite initial opposition, the War Department gradually adopted a decimal scheme over the period 1913-17, finalized in a revised version published by the Army in June 1918. Throughout the interwar years this system remained in effect with little change, despite the expansion and addition of information subject categories with the growth of the Air Corps and the introduction of new technology. During this period the Adjutant General's Office (AGO) served as the War Department's central recordkeeping agency.

The coming of war soon revealed shortcomings in the existing recordkeeping arrangements. In April 1942, a special War Department board recommended several changes in the classification scheme to allow for expanded subdivisions

for Engineer and Army Air Forces activities; these changes were finalized and published in a new manual in early 1943. April 1942 also marked the decentralization of recordkeeping authority from the AGO to the growing number of Army organizations and commands.

The decimal filing scheme in use during the war organized correspondence, reports, memorandums, issuances, and other materials collectively within decimal number classifications. The principal subject classifications, and some common examples of subordinate subject classifications, are as follows:

000	GENERAL
010	Laws and legal matters
040	Executive departments of the U.S. Government
070	Inventions
100	FINANCE AND ACCOUNTING
110	Appropriations
130	Accounting for funds and money
160	Contracts
200	PERSONNEL
201	Personal records
210	Commissioned and warrant officers
220	Enlisted men
230	Civilian employees
300	ADMINISTRATION
310	Business methods and procedure
320	Organization of the Army
350	Education
360	Aviation and aeronautics
370	Employment, operation, and movement of troops
381	National Defense



400	SUPPLIES, SERVICES, AND EQUIPMENT
410	Materials, machines, and hardware
420	Clothing and equipment
430	Subsistence stores
452	Aircraft and aeronautical supplies
470	Ammunition, armament, and other similar stores
500	TRANSPORTATION
520	Transportation of supplies or property
530	Transportation by land
540	Transportation by water
580	Transportation by air
600	BUILDINGS AND GROUNDS
620	Barracks and quarters
660	Fortifications
680	Reservations
700	MEDICINE, HYGIENE, AND SANITATION
704	Casualties, wounded, and wounds
710	Afflictions, diseases, inju- ries, etc., and remedies therefor
720	Health and prevention of disease
800	RIVERS, HARBORS, AND WATERWAYS
813	Harbors
820	Artificial divisions and accessories

For larger classifications, alphabetical subdivisions were added for specific subjects, activities, or organizational units. For example, the classification for aircraft, 452, can include separate subdivisions for bombers, pursuit planes, and training planes. The smallest filing

units within all classifications and subdivisions are arranged chronologically. A description of the decimal system, together with a comprehensive listing of classifications and an alphabetical index to subjects, was published by the AGO in 1943 under the title *War Department Decimal File System (Revised Edition)*.

The most significant group classification is the 300 subject group, which includes much more extensive information than the "administration" designation suggests. Classification 381, for example, became the most common filing location for operational plans. Listed below are some of the subjects and types of records included within the 300 subject group:

300.4	Orders (general, special, court-mar- tial)
300.5	Bulletins and circulars
311.5	Confidential and secret communica- tion, methods of transmittal
314.7	Military histories
319.1	Reports
320	Organization of the Army
320.2	Strength
322	Organizations and tactical units
333.5	Investigations
334	Boards, committees, commissions, and missions
337	Conferences
350	Education and instruction
353	Training
370	Employment and movement of troops
373	Employment of aviation
381	Operational plans
383.6	Prisoners of war

The above listing also reveals some of the shortcomings of the decimal file system, especially in the combination of subject-matter topics with record-type classifications. The most common example of this occurs in classification 319.1 "Reports," which became the filing location for regular and special reports on virtually any military topic. Similarly, the subjects dis-

cussed in conferences (337) or disseminated through bulletins and circulars (300.5) might deal with any topic regularly documented in a separate subject classification.

Another shortcoming concerns overlapping subject classifications, which allowed individual file clerks considerable discretion in filing materials. Organizational data on specific units, for example, can often be found among classifications 320, 320.2, and 322 without any clear distinctions. Burials of deceased personnel can be recorded in classification 293 (funerals, burials, and reports) or 722.2 (disposal of dead); negotiations with private firms might be alternately documented in classifications 095 (commercial firms), 160 (contracts), or 400.14 (bids, awards, and contracts for supplies). Researchers must consider all of these characteristics in using War Department records.

Within the 200 subject group, classification 200.6 concerns the awarding of decorations, medals, and citations to individuals and units; 210.31 is useful for information on the assignment of officers to specific units; 250.4 relates to courts-martial; and 291.2 concerns racial issues, including information on military service of American blacks, Native Americans, and Filipinos.

Within the 400 subject group, classification 452 (extending through 452.41) concerns aircraft procurement, parts, types, and associated systems. Other significant classifications include 421 (uniforms), 421.4 (the wearing of insignia and ornaments), 441.1 (medical drugs), 451 (motor vehicles), 470.8 (tanks and armored cars), 471 (ammunition), 472 (artillery pieces and machine guns), and 474 (rifles and small arms).

The 700 subject group is the principal filing location for medical and casualty information, including 704 (casualties, wounded, and wounds); 705 (admissions to hospitals); 720.3 (immunization); 722 (disposal of the dead); and 726.1 (venereal disease).

It was also common practice to append "project" (subject) files to the end of the decimal

file arrangement. These project files typically include special projects (e.g., the Army Reserve, the Womens' Auxiliary Army Corps), general geographic areas within the United States, airfields, military posts and reservations, and foreign countries. Oversized documents (such as bound reports) are often systematically filed in a supplemental decimal arrangement following the main decimal files.

In addition to the specific characteristics of the decimal filing system, War Department practices generally resulted in (1) the grouping of organization and command files in multiyear chronological blocks (often for the entire war period) and (2) the integration of documents with security classifications below the top secret level (i.e., restricted, confidential, and secret) into consolidated correspondence files. These practices facilitate access to the records today.

### The Navy Filing Manual

At the end of World War I the Navy began to review its recordkeeping practices, based on numerical filing arrangements, with a view to a more modern system. In 1923 the Navy adopted a complex subject-numeric classification scheme prescribed in the *Navy Filing Manual* issued that year, and the identification of the filing system with the manual has endured. The manual, reissued with changes and additions in four editions through 1941, provided for the filing of correspondence and reports according to 7 subject groups and 24 name title groups, often used in combination. Each of these groups was identified by an alphabetical designation, and subordinate subjects by letter-number designations.

The seven subject groups are:

- A Administration
- F Aircraft material
- H Hydrography, meteorology, navigation, astronomy
- L Logistics



- N Shore Establishments' materials
- P Personnel
- S Ships' materials

Each subject group is subdivided into letter-number subgroups. The Administrative Group, for example, has 21 subgroups, including:

- A1 Plans, projects, and policies
- A4 Operations of vessels or aircraft
- A5 Exercises, practices, and competitions
- A6 Communications
- A8 Intelligence
- A9 Reports and statistics
- A10 Publications
- A12 Historical matters
- A16 War, preparation for and conduct of
- A21 Aviation

These subgroups are further divided into smaller units; for example, A16 War, preparation for, and conduct of, has four subdivisions:

- A16-1 National Defense
- A16-2 Belligerents, combatants, policies of
- A16-3 Warfare operations, defensive and offensive; reports of; problems; war games
- A16-4 Lend-lease program

The name-title groups, consisting of 24 categories of letter symbols, provide designations for all ships, organizations, and installations in the Navy. The 24 categories listed in the 1941 edition of the manual are:

- AB-AZ Auxiliary vessels
- BB Battleships
- CA-CL Cruisers (heavy and light)
- CM Minelayers
- CV Aircraft carriers
- DD-DM Destroyers and light mine-layers

- DMS Minesweepers
- EA-EZ U.S. Government executive departments and foreign governments
- FA-FV Fleets
- GA-HZ Government establishments, independent
- IX Unclassified vessels, naval
- JC-JS Materials
- KA-KW Marine Corps organizations
- LA-LV Civilian personnel
- MA-MZ Enlisted personnel
- NA-NZ Shore establishments
- OA-OZ Officer personnel
- PC-PYc Patrol vessels
- QA-QZ Miscellaneous name titles
- SM Minelaying submarines
- SS Submarines
- VB-VT Heavier-than-air aircraft
- YA-YY District craft
- ZK-ZZ Lighter-than-air aircraft

The name-title groups are further subdivided into both subgroups (for subordinate categories) and numbers (for individual vessels and installations). For example, the name-title group for officer personnel, OA-OZ, consists of 21 subordinate categories (e.g., OA Marine Corps, OB Reserve Corps, OK Staff officers, OL Line officers, OV Aviation officers). Individual naval installations are designated by both name-title subgroup and number. Thus, within the subgroup for naval schools (NC), the U.S. Naval Academy is designated NC2; within the subgroup for naval air stations (NA), the station on Ford Island at Pearl Harbor, HI, is designated NA12. Individual naval vessels are identified by number within their subgroup. Thus the battleship Arizona is designated BB39 and the destroyer escort Pillsbury is designated DE133.

File citations often consist of a combination of subject and name-title group letters and numbers, with a "slant" (/) separating the individual file designations. For example, a report on battle damage repairs to the aircraft carrier Yorktown would be filed under CV5/L11-1,

indicating the name-title group and ship, followed by the subject group designation for salvage and repairs. Intelligence reports on the Japanese Navy might be filed under A8/EF37, indicating the subject group for intelligence followed by the name-title group designation for Japan. File citations might also combine two subject letters and numbers (for example, A1-4/L1-1 for appropriations for public works) or two name-title letters and numbers (e.g., NY3/LL for civilian personnel at the New York Navy Yard). Additional numbers can be used as further subdivisions; for example, A16-3(1) through A16-3(5) might document operations in various areas of the Pacific theater, while A16-3(6) through A16-3(8) concerned operations in the Atlantic.

The 1941 edition of the *Navy Filing Manual* provides a detailed listing of subject and name-title groups and letters and subordinate designations, together with an alphabetical index of subjects, vessels, and installations with corresponding symbols. Omitted, of course, are the designations for vessels and installations built or established during the war.

Among the subject group designations, A16-3 most commonly documents wartime operations. Intelligence data can be most readily located within A8, although interrogations of POWs are often filed in A16-2 (for example, those of survivors of German U-Boats are filed in A16-2[3]/EF30). Subject group F1 through F49 relates to naval aircraft design, parts, and associated systems: it is often combined with name-title group VB-VT for specific aircraft models and tactical units (e.g., reports of design defects in the Catalina PBY patrol bomber were filed in VPBY/F1-1). Procurement activities are generally found within L8. Personnel (subject group P) provides information on deaths and casualties (P6), appointments (P14), commendations and medals (P15), rank and promotion (P17), and morale (P21). The numerous categories within Ships' material (subject group S) for individual vessels include documentation of sea trials (S8), armor protection (S13), machinery

plant (S40), interior communication (S65), radio and radar equipment (S67), sonar equipment (S68), fire control (S71), turrets (S72), ammunition (S78), and damage control (S88).

Although U.S. Navy records contain scattered information relating to the U.S. Marine Corps, most records of that service remained a separate entity. These materials, and the unique filing arrangement by which they were organized, are described in appropriate chapters of this guide.

As with the War Department decimal filing system, the *Navy Filing Manual* left much to the judgment of individual file clerks. For example, a 1944 controversy over the alleged desecration of Japanese war dead is filed in one series under subject designation A16-2 (policies of the belligerents) and in another series under subject designation P6-3 (remains of casualties). In sharp contrast to War Department practice, however, Navy bureaus and commands sometimes arranged files by individual year, and thereunder by individual security classification level (e.g., restricted, confidential, secret, top secret). This greatly complicates research, particularly given the intrinsic complexity of the subject and name-title groups and numbers.

Perhaps because of these recordkeeping complexities, Navy archivists and historians developed the practice of withdrawing significant documents from original files to establish historical collections. Most World War II war diaries and action reports of Navy warships and tactical units, for example, were collected for deposit in the Operational Archives, Naval Historical Center, Washington Navy Yard, Washington, DC; these materials are only now in the process of transfer to the National Archives.

Records originated by the U.S. Marine Corps did not follow the *Navy Filing Manual*, but were arranged according to a unique classification system known as the Ells-Dran Filing System. A full explanation of this system is provided in National Archives Inventory No. 2, *Records of the United States Marine Corps* (Washington, DC, 1970).



For both the War and Navy Departments, personnel records from the World War II period are no longer integrated with other wartime records but are separately maintained at the

National Personnel Records Center, St. Louis, MO. These materials document personnel actions and contain medical data for specific individuals.

## APPENDIX B: MICROFILMED RECORDS CITED

M984	Navy Department General Orders, 1863-1948 3 rolls [II.153]	T997	Case Files for Registrants Appealing to the President, 1940-47 225 rolls [III.34]
M995	Papers and Minutes of Meetings of Principal World War II Allied Military Conferences, 1941-45 4 rolls [I.94]	T998	Index to Appeals to the President, 1940-47 12 rolls [III.34]
M1080	Name and Subject Index to the General Correspondence of the War Plans Division, 1921-42 18 rolls [I.110]	T999	Record of Amnesty Board Cases, 1940-47 4 rolls [III.36]
M1067	Name and Subject Index to the General Correspondence of the Secretary of the Navy, 1930-42 187 rolls [II.144]	T1000	Locator Cards for Conscientious Objectors Sent to Camps, 1941-47 9 rolls [III.28]
M1421	Records of the Joint Board, 1903-47 21 rolls [I.53]	T1001	Docket books of the Presidential Appeal Board, 1940-47 5 rolls [III.35]
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Guide to Records Relating to

# U.S. Military Participation in World War II

## Part I

### Policy, Planning, Administration

COMPILED BY TIMOTHY P. MULLIGAN

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**T**his first volume of the **Guide to Records Relating to U.S. Military Participation in World War II** identifies and describes records in the National Archives that document the activities of the many military agencies involved in

- ★ formulation of strategy for the conduct of the war;
- ★ determination of manpower and logistical requirements;
- ★ establishment of policies associated with war crimes, military government in occupied areas, and evacuation of Japanese Americans from the U.S. west coast;
- ★ personnel matters associated with the war, including issues relating to women and African Americans;
- ★ financial matters, including land acquisition for military installations;
- ★ legislative issues; and
- ★ mobilization and training of U.S. military and naval personnel.

**THE RECORDS INCLUDE** those of the Office of the Secretary of War, the Department of the Navy, the U.S. Joint Chiefs of Staff, the War Department General and Special Staffs, the Adjutant General's Office, the U.S. Marine Corps, the Selective Service System, the National Guard Bureau, the Army Ground Forces, the Army Service Forces, the U.S. Military Academy and the U.S. Naval Academy, and the many naval districts and shore establishments.

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- ★ guarding the home base,
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- ★ intelligence activities,
- ★ the war at sea,
- ★ the war in the air,
- ★ general military operations in the European theater,
- ★ general military operations in the Pacific and Asia,
- ★ general military operations in the Mediterranean and other theaters, and
- ★ the prosecution of Axis war crimes.













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